



**FOOTHILL COLLEGE**  
**Integrated Planning and Budget Task Force**

Minutes  
 March 26, 2012

Members:

- Falk Cammin, Academic Senate
- ~~Bob Cormia, Academic Senate~~
- Darya Gilani, Instruction & Institutional Research
- Gigi Gallagher, Classified Senate
- Carolyn Holcroft, Academic Senate
- Kurt Hueg, Cabinet
- Kimberlee Messina, Instruction & Institutional Research
- ~~Jorrell Dye, Student Representative~~
- ~~Phyllis Spragge, Dean~~
- Barbara Shewfelt, Academic Senate
- Denise Swett, Student Development & Instruction
- ~~Shirley Treanor, Cabinet~~
- Chris White, Classified Senate
- Pam Wilkes, Academic Senate

Item	
1. Welcome	- New member, Falk Cammin was welcomed.
2. Program Discontinuance District Policy & Administrative Procedure	• The Policy was approved by the board on 3/12/12. The admin procedures are going to CAC this week.
3. Program Review Participants and Template types	• A short paragraph will be added to remind constituents about the resource allocation process and to direct input to PaRC. It was finalized and approved for distribution.
4. Memo to PaRC	• The memo was edited to include a short description about the documents and the dates were corrected.
4. What is a Program?	• The draft definition for program discontinuance was written for defining Instructional programs. (see draft)
5. Comprehensive Template	• Postponed until next meeting
Upcoming Agenda items:	
Annual Template - Keep the same, possibly remove a few pieces	

IP&B Fall Task Force Charge:

1. Define PRC charge and membership
2. Finalize comprehensive program review document (and schedule)
3. Finalize FH program discontinuance procedure