



Foothill College
Integrated Planning and Budget Task Force

Minutes

August 3, 2011

Members:

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
Teresa Ong, Academic Senate
~~Joseph Otade, Student Representative~~
Phyllis Spragge, Dean
Shirley Treanor, Cabinet
Chris White, Classified Senate
Pam Wilkes, Academic Senate

Item	Notes
1. Welcome	<ul style="list-style-type: none">• The group re-capped the last meeting and brought new members up to speed.
2. Current Program Review Template	<ul style="list-style-type: none">• The existing template was described as too qualitative, laborious, and long. Some elements do not need to be in every review and can wait to be on a cycle of several years.• It was noted that the current template does not have a place for feedback from the Dean or VP, which needs to be documented.
3. Other Program Review Templates	<ul style="list-style-type: none">• There was consensus that most of the examples from other colleges contained 5 basic elements: Goals, SLOs, Resources, Strengths, and Viability data. This Viability data consists of the same indicators that are on the draft Program Discontinuance Policy.
4. Next Steps	<ul style="list-style-type: none">• A small subgroup will draft an Annual Program Review template for group review. This template will be given to PaRC and used for the next round of Program Review. All programs (this has yet to be defined exactly) will participate in this Annual Review. The group will continue to work on an in-depth/3-year template.