



Foothill College
Integrated Planning and Budget Task Force

Minutes
July 13, 2011

Members:

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
~~Jay Patyk, Academic Senate~~
Phyllis Spragge, Dean
Shirley Treanor, Cabinet
Chris White, Classified Senate

Additions:

Bob Cormia, Academic Senate
Joseph Otade, Student Representative

Item	Notes
1. Welcome and Introductions	Kimberlee welcomed the group and reviewed the charge.
2. Survey Results and Charge	Survey results were reviewed and there was discussion around the low response rate regarding integration of program review and learning outcomes.
3. Current Program Review Doc	<ul style="list-style-type: none">• It was expressed that the current annual program review document is too long. The task Force will examine the current template to see which elements can be removed or updated less frequently.• There was discussion about the role of OPC when it comes to reviewing prioritizations from the Deans.• There was discussion about adding another layer to help streamline the process, for example, have the VPs review and prioritize the Dean's lists before they go on to OPC or PaRC.
7. Next Steps	<ul style="list-style-type: none">• Carolyn distributed a draft Program Discontinuance Policy. It is necessary to make sure that the key indicators align between the program review document and the indicators used for program viability.• It was suggested that after this summer, there should be a Program Review workshop to help deans and directors understand the changes.• The homework for the group is to look at the current program review doc as well as other examples so we can discuss improvements at the next meeting in August.