



FOOTHILL COLLEGE
Integrated Planning and Budget Task Force

Minutes
August 8, 2012

Members:

Bob Cormia, Academic Senate
~~Dolores Davison, Academic Senate~~
Darya Gilani, Instruction & Institutional Research
~~Gigi Gallagher, Classified Senate~~
~~Kurt Huel, Cabinet~~
~~Elaine Kuo, Instruction & Institutional Research~~
Kimberlee Messina, Instruction & Institutional Research
Eloise Orrell, Dean
Phyllis Spragge, Academic Senate
Denise Swett, Student Development & Instruction
Shirley Treanor, Cabinet
~~Chris White, Classified Senate~~
~~Pam Wilkes, Academic Senate~~

Guests:

Judy Miner

Item	
1. Welcome	
2. Review Definitions and Policies	<ul style="list-style-type: none">• Definitions and Drafts of Program Discontinuance and Creation
3. AU Annual Template	<ul style="list-style-type: none">• Approve Final Draft
4. Instructional Comprehensive Template	<ul style="list-style-type: none">• Approve and begin drafts of SS and AU
5. September Meeting	<ul style="list-style-type: none">• Possibly set date?

Discussion:

1. President Judy Miner welcomed the group and thanked all task force members for the hard work that has been done regarding Integrated Planning and Budget. She wanted to especially commend the group for spending time on clarifying the modes of documenting equity efforts at the college through program review and other documents.
2. The draft definitions and discontinuance/creation procedures were reviewed extensively. The biggest edit that will be made is to make a distinction between discontinuation of a program via the program review process, and the elimination of positions or staff that would occur at any point during the year in a financial crisis.

Several formatting and wording changes were made to the draft. These changes will be incorporated and shared at the next meeting in September. At this time the draft will be finalized for review at PaRC in October.

3. Deans will review the draft of the Annual Program Review at their Dean's meeting on August 22. After this it will be posted for AUs to begin work on.

4. There have been more contributions and edits made to the comprehensive template. This will be brought in final draft form to the September meeting, along with the AU and SS versions. These will be finalized and sent to PaRC in October, completing the work of the IP&B task force.

PaRC Dates:

- October 3 (first official meeting)
- October 17