



## FOOTHILL COLLEGE

Office of Instruction and Institutional Research  
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### Integrated Planning & Budget Process Task Force April 22, 2009 Notes 4:00PM President's Conference Room

#### Agenda

1. Review sample models & drawings of integrated planning & budget structures.
2. Discuss ideas.

#### Next Time (4:00 PM, April 29<sup>th</sup>, President's Conference Room)

1. Refine 1<sup>st</sup> Draft proposal of planning structure.
2. Update Guiding Principles
3. Tweak Green chart given feedback from this meeting
4. Bring back who should be on the Strategic Filter Groups

#### Team Members Participating:

Maureen Chenoweth (CS), Shane Courtney (ASFC), Dolores Davison (AS), Konnilyn Feig, Peter Murray, Daniel Peck, Lucy Rodriguez, and Katie Townsend-Merino.

#### Notes:

1. Add resource allocation to Guiding Principles and change Fund 14 to "all funds"
  - a. The last updated Matriculation budget (1990) was passed out as an example of other budget funds outside of Fund 14 that should follow the same integrated planning structure.
2. Add resource alignment group to strategic planning model - This group knows where all the money is across the accounts and recommends how to best spend the money.
3. Since the President & VPs want to include classified staff in any planning model that is created, the classified staff needs to approach the President and VPs if barriers exist that do not allow them to participate fully in shared governance. One way to create a culture of people wanting to be involved is to model good planning and decision-making.
4. The group really likes the idea of having a operations planning committee that just looks at B-Budgets and operational stuff like paper, materials, etc - the stuff departments need regardless of any strategic initiative.
5. Everyone on a strategic planning council in the future will need to go to a retreat in order to receive training - this is a big commitment.
6. Stable student participation is a huge problem for past committees - hence, no student co-chair, but definitely representation.
7. Strategic Filter membership should consist of people who are accountable to different constituent groups.
8. The idea of a tri-chair representing management, staff, and faculty was acceptable to the group for shared governance purposes, however, having a tri-chair poses the problem of dividing responsibilities. One recommendation was to have one main chair for each committee and it could be from any group.