



Agenda

Date: Monday, February 5, 2018

Time: 1:00-2:00 p.m.

President's Conference Room (FH 1901)

Time	Topic	Discussion Leader	Expected Outcome
1:00-1:05p	A. Review and approve previous meeting's minutes. https://foothill.edu/gov/opc/pdf/OPC_Minutes_12-04-17.pdf	Watson	Approval
1:05-1:15p	B. Budget Reduction Update. https://foothill.edu/gov/parc/2017-18/jan31/Budget-presentation-jan31-2018.pptx	Watson	Information
1:15-1:35p	C. Governor's Proposed Budget 2018-19 https://foothill.edu/gov/parc/2017-18/jan31/governors-budget-jan31-2018.pptx	Watson	Information
1:35-1:45p	D. Upcoming joint PRC and OPC meeting. Scheduled for February 14, 2018 at 12-1p in Altos Room.	Watson	Information
1:45-1:55p	E. Program Review update, process timing, etc.	Watson	Information
1:55-2:00p	F. Set next meeting date. Please bring your calendars.	Watson	Confirm date

- a. Review and approve previous meeting's minutes.

Approved.

- b. Budget Reduction Update.

Bret Watson gives update on budget reduction, see presentation. Requests feedback from committee. Presentation shows latest reduction targets per division, slide 5. Denise Perez asks how the reduction percentages were determined. Watson gives break down of how percentages were determined based on division roll within college. Debbie Lee says previous percent was 20% Finance, Marketing, President's office, 30% Student Services, 50% Instruction and now it's 20%, 40%, 40% respectively so it more evenly distributes reductions between Student Services and Instruction.

Watson goes through proposed suggestions for savings, slide 8, and encourages input from divisions and departments to give agency and opportunity for voice in the process to campus stakeholders.

Watson reviews "Eight Proposed Guiding Principles for Reductions," slides 9-11. Lee asks how is quality determined for principle 1, could cause issues for instructional pedagogy when offering 4-6 week classes in coursework that is not suited for such short periods (ex: basic skills math/English). Nazy Galoyan and Simon Pennington support Lee's argument that student outcomes and student opportunity should be at the forefront of determining which courses are offered on alternative schedules. Group agrees that maintaining quality education is good guiding principle but that more discussion and research is needed before decisions are made.

Amy Edwards has question regarding timing and process of lay-off notifications. Group discusses employee/employer sides of the situation. Pros and cons of giving and being given advanced notice of possibility of position eliminations or layoffs.

Lee asks how historically low enrolled classes will affect budget and reduction decisions. Christine Mangiamelli points out that sometimes waivers are given for students who need to pass frequently cancelled classes. Pennington and Galoyan say that it's important to have some low-enrolled classes in the cases where those classes are needed for pathway completion because it helps the college to have positive student outcomes, but at the same time it needs to balance resource allocation (are the courses economically viable/sustainable?) with course offerings.

Watson reviews enrollment trends and projections. Galoyan asks about the relationship between productivity and FTES, points out that FH has better enrollment numbers but DA has better productivity, she asks is the productivity gain enough to offset DA's enrollment losses? Watson says that it's true some of the funding allocation is made up by higher productivity but, particularly in FH's case, maintaining productivity and increasing FTES helps to maximize allocation funding.

Watson reviews upcoming timelines and previous communications, meetings, calls for input, etc that have been part of this ongoing process.

c. Governor's Proposed Budget 2018-19

Watson and Elias Regalado attended workshop on Governor's Proposed Budget in Sacramento on January 17. Watson goes through presentation, see attachment.

Galoyan has questions regarding funding allocation criteria, slide 4, and particularly how are the criteria being applied and when timing of this is going into effect. She says there needs to be proper timing and notice given in changing formulas due to amount of time needed to implement reporting changes and testing system to ensure compliance. Committee agrees.

d. Upcoming joint PRC and OPC meeting.

Scheduled for February 14, partly to discuss new governance structure.

e. Program Review update, process timing, etc.

Watson informs group that there are delays in getting PR forms from departments so we will have tight deadlines in spring to make resource allocations.

f. Set next meeting date. Please bring your calendars.

Next meeting will be February 26 due to February 19 falling on holiday. Meeting is tentatively scheduled, contingent on having PR data to go through.