

Agenda
Date: Monday, December 4, 2017
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/president/opc-pdf/minutes/OPC_Minutes_10-16-17.pdf	Watson	Approval
1:05-1:25p	B. Lottery Funds Allocation Presentation; <i>first read.</i>	Watson	Information
1:25-1:40p	C. Review OPC Resource request Rubric for Prioritization, 2017-18. https://foothill.edu/president/opc-pdf/OPC_Resource_Rubric_2017-18.pdf Explore reworking the rubric now or after/as part of Shared Governance redesign?	Watson	Information
1:40-1:55p	D. Budget Town Hall feedback and discussion. https://foothill.edu/president/parc/2017docs/Presidents_Town_Hall_Budget_comments_11.8.17.pdf	Watson	Information
1:55-2:00p	E. Set next meeting date. Please bring your calendars.	Watson	Confirm date

- a. Review Minutes.

Approved.

- b. Lottery Funds Allocation Presentation; *first read.*

Bret Watson presents lottery funding proposal PowerPoint. OPC members have numerous questions regarding allowable lottery expenses. Watson emphasizes that continuing education and revised guidelines are part of the ongoing lottery allocation process. Division deans and faculty will be provided with examples and guidance on allowable instructional materials that can be charged to lottery funds.

Watson presents suggestion made at President's Cabinet to include \$25,000 for non-credit instructional materials. Elaine Kuo and Debbie Lee bring up point that tracking non-credit instructional materials could prove difficult due to credit and non-credit courses overlapping use of instructional materials. Watson and other OPC members agree that accounting and tracking aspect would be difficult and cumbersome.

Amy Edwards suggests revising slide 7 Methodology to state that additional funding criteria includes portion of non-credit courses as well. Watson and OPC members agree.

Watson gives overview of auditing process and how it's important to have transparency and consistency in applying the instructional material definition.

- c. Review OPC Resource request Rubric for Prioritization, 2017-18.

OPC members agree to approve rubric as-is, especially considering campus-wide governance process is undergoing reevaluation and redesign.

- d. Budget Town Hall feedback and discussion.

Edwards asks if budget transparency and accessibility is currently at acceptable level. Watson confirms that district adopted budgets are posted quarterly and these include campus budgets.

Watson announces that next District Budget Town Hall will be held tomorrow at Hearthside Lounge, encourages attendance and comments.

Edwards, Lee, and Kuo ask if funding decisions for faculty positions have been made so that hiring processes can begin, timing is critical. PaRC's position has been that campus must wait until District budget decisions are made and passed down to campus. Watson encourages committee members to attend PaRC and Budget Town hall to ask these questions directly to District.

Kuo asks about the purpose of gathering feedback, how it will be utilized, and who is responsible for follow up or incorporating into budget. Watson explains that feedback is critical to provide a voice to stakeholders and gather input from various departments. Also says that Campus and District Finance departments are responsible for incorporating feedback into budget decisions.

- e. Set next meeting date.

Confirmed for January 22, 2018.