



## FOOTHILL COLLEGE Operations Planning Committee

### Minutes

Date: 5/25/10      Time: 1:30 pm

Location: Altos Room

Attending: Shirley Barker, Karen Erickson, Ion Georgiou, Sindy Olsen, Kurt Hueg, Judi McAlpin, Phyllis Spragge

### Summary

Item	Notes
I	Direction and action of OPC with regard to SIPs funding recommendations

### Discussion Detail

Item: I

As background, Shirley reported that she, along with some other OPC members, had attended the ParC meeting of 5/19. At that meeting she had asked for guidance as to the role that OPC should take now that the requests for funding had been prioritized. ParC had not been able to give a clear description of how OPC would fit into the process. There was concern voiced that the OPC would be the final deciding entity, circumventing the shared governance process. It became apparent that the different SIP groups had scored and ranked the requests in very different ways. Many SIP members indicated that they were not comfortable with the system.

This lead to a discussion today on SIP's recommendations regarding funding, how the ranking process worked, how it could be improved, as well as the budget in general. The committee agreed that there were two elements to consider. First, how we could improve the process for the next time. Secondly, how we could deal with a ranking that has some flaws.

On the first item, several items were suggested for improving the process:

- Early intervention of OPC to "vet" the requests so that SIP deals only with complete requests meeting the criteria.
- Better training for Deans; what type of requests should be submitted under what category, as well as other funding sources.
- A shift in how the budget itself is viewed. Revenue streams, trending, itemization of big ticket items, funding expenditures, as well as B budgets more closely audited were all mentioned.

- A restructuring by the Deans as to how their Measure C monies are to be spent. Shirley shared that it is legal to change this, as long as the flavor of the original proposal is retained.
- Better training and direction to the SIPs. This includes budget training. Guidelines such as making sure that the ranking of the divisions are kept intact, what and how to score.
- Move the timeline back so that Deans/Divisions have more time to consider requests.
- Revamp the proposal form so that items such as health & safety, accreditation, and minimal operation of programs are clearly captured.

On the second subject, the committee determined that Shirley would propose to ParC the following:

- Facilities requests would be eliminated from consideration.
- Equipment requests would be eliminated from consideration. Shirley will work with the Deans to find alternate funding for these items.
- As there is no funding for on-going B budget augmentations, these would either be taken off the table or considered for one-time funding.
- OPC will evaluate and exercise their over-ride authority (noted in the guiding principals) only if necessary to fund critical items relating to accreditation, health & safety and operations of the College and its programs.