



## FOOTHILL COLLEGE Operations Planning Committee

### Meeting Minutes

Date: 9/28/10 Time: 3:00 - 4:00 pm

Location: Altos Room

Attending: Shirley Treanor, Eloise Orrell, Kurt Hueg, Phyllis Spragge, Jay Patyk, Shelley Schreiber, Ion Georgiou, Jocelyn Jia, Sandy Olsen, Meredith Heiser (FA)

### Summary

Item	Notes
I.	Introductions & Committee Composition
II.	Role of the OPC; Changes in Planning & Resource Structure
III.	Allocation of FTEF; Guiding Principles; Timelines

### Discussion Detail

#### Item: I

OPC Composition - 6 voting members (3 Co-Chairs + 3 Members) & 1 ex-officio member Shirley Treanor, VP of Educational Resources & Instruction

- Co-Chairs: Jay Patyk (Faculty), Shelley Schreiber (Ace/Classified), Phyllis Spragge (Dean) serve as the OPC voting members on PaRC.
- Committee Members appointed by the respective constituencies: Ion Georgiou (Faculty), Sandy Olsen (Classified Senate), Jocelyn Jia (Student).

#### Item: II

The Planning & Resource structure has been refined to identify the SIP Committees as Core Mission Workgroups to align with the Foothill College Core Mission & to integrate the Strategic Initiatives within each Workgroup.

- Transfer Workgroup
- Workforce Workgroup
- Basic Skills Workgroup

“Stewardship of Resources” continues to be the OPC role within the Planning & Resource Structure. Discussion item: Resource Requests - flow chart is confusing; re-evaluate.

#### Item: III

- Review of Guiding Principles for Allocation consideration
  - Honor division prioritization
  - Principles are not weighted or in order of importance
  - Language needs to be revisited for clarity & continuity
- Timeline
  - Oct. 8 Division Deans submit FTEF & Staff Requests
  - Oct. 12<sup>th</sup> OPC to discuss & prioritize (Oct. 14<sup>th</sup> if needed)
  - Oct. 20<sup>th</sup> Recommendations presented to PaRC

Shirley Treanor to research process for previously approved Board actions, instructions to be articulated to requesting division deans.