



FOOTHILL COLLEGE Operations Planning Committee

Meeting Minutes

Date: 10/12/10 Time: 2:30 - 4:30 pm

Location: 3402

Attending: Shirley Treanor, Phyllis Spragge, Jay Patyk, Shelley Schreiber, Jocelyn Jia, Meredith Heiser (FA)

Summary

Item	Notes
I.	Role of OPC; Faculty and Staff Requests;
II.	Analyzed Requests; Recommendations
III.	Time Line; Wrap-up

Discussion Detail

Item: I

Role of OPC is to ensure resource requests are consistent among all divisions and programs, that data is accurate, and to provide recommendations to PaRC. Prioritization of resource requests will be done by PaRC, not OPC. Several packets were distributed to group (faculty requests, staff requests, and back-up information for OPC).

Item: II

Shirley Treanor explained how data provided in resource requests may not be accurate (i.e., how PDL, release time for committee work, etc., is treated). OPC recommends that individuals on PDL, on release time, etc., be treated as full time, not part time.

There were some concerns about the accuracy of the recent resource requests and whether or not those new requests were in addition to those made in Spring Quarter, or duplicates. Further information will need to be gathered. Also, new faculty requests need to be emergencies only. OPC recommends that positions #7-14 on PaRC FTEF Request Prioritization from 4-19-10 be combined with the six (6) new positions and re-prioritized, while at the same time respecting the original prioritization by both the Divisions as well as PaRC. The rationale for this is resource needs may have changed in the months following the prioritization PaRC completed in Spring Quarter. There also needs to be a degree of flexibility in the overall prioritization process.

Regarding Staff requests, Escrow 2 and Deferment 1 positions need to be reaffirmed by Division Deans. Shirley Treanor will contact those Deans who have not reaffirmed their respective positions. There were some concerns about the staff requests. More information will need to be gathered to provide greater clarity. Also, OPC will create a list highlighting just the new positions for classified, while keeping those positions on Escrow 2 and Deferment 1 on a separate list. This will provide PaRC greater clarity and organization.

Item: III

- Timeline
 - Oct. 20th Review Guiding Principles along with Faculty and Staff Prioritizations to PaRC.
 - Oct. 26th Review Resource Requests and Discuss

OPC recommends that PaRC delay prioritization of all positions scheduled on October 20th, 2010, as a result of insufficient and/or conflicting information/data, as well as the possibility that the Parcel Tax proposal may not pass. All of the time invested by members of PaRC with respect to prioritizing these positions may be wasted if voters reject the tax proposal. As such, it might be best to delay prioritization until the November 17th PaRC Meeting when President Miner has returned from a conference. By then, the results of the tax proposal will be known and we can proceed accordingly. This will also give OPC more time to assess the data, make adjustments as needed, and forward it along to PaRC. Additionally, it will give all parties more time to review the material and make more informed decisions.