



FOOTHILL COLLEGE Operations Planning Committee

Minutes

Date: June 14, 2011

Attending: Heiser, Murray, Patyk, Schreiber, Treanor, Wilkes

Summary

Recommend funding from the prioritized lists from Divisions & Department program review documents:

The OPC discussed the each of the items in the attached sheet. Items recommended for funding had the funding source assigned. Faculty and classified positions were not on OPC's scope and not discussed. There were a number of "tutor" requests, which should be consolidated into a single Learning Resource Center (LRC) **request**.

Quick response to funding request:

Discussed a process/procedure for quick response to funding requests.

Page 8: Unexpected resource needs that occur outside the normal allocation calendar may be submitted to cabinet by the responsible administrator. Allocations that are granted will be reported back to PaRC.

Suggested change to Handbook pg. 17: "Resource reductions or eliminations assume a timeline that would allow the process to unfold. In an emergency, the Cabinet (**and including if possible a member from the Academic and Classified Senates** and/or the Planning and Resource Council) **could** take immediate steps."

The membership of the OPC was discussed for the next Academic Year:

The committee discussed and recommends the following change to description on page 15. OPC should represent as many divisions/**areas of the campus** as possible when members are assigned. **There should be a commitment on the part of each representative for continued service for a period of time, therefore limiting turnover on the committee. The tentative representatives for next year (2011-12) are listed below.**

The Operations Planning Committee has 9 voting members:

Chairs (3):

- Faculty (1) *Tentative* Ion Georgiou
- Classified (1) Shelly Schreiber
- Vice President of Educational Resources and Instruction (1) Shirley Treanor

Members (5):

- Dean/Director (1) Peter Murray

- Student (1) *Tentative ?? Jocelyn Jia*
- Classified (1) *Chris White (open)*
- Faculty (1) Jay Patyk *+Open*
- Liaison to Academic Senate (1) Pam Wilkes

Ad Hoc Member

- Liaison to the Faculty Association (1) *Meredith Heiser*