



## FOOTHILL COLLEGE Operations Planning Committee

Minutes  
Date: May 26, 2011

Attending: Hueg, Heiser, Murray, Patyk, Schreiber, Treanor, Student Rep Jocelyn Jia, White, Wilkes

### Summary

#### **ESMP Review:**

The meeting began with a review of the Educational and Strategic Master Plan, ESMP, and the section within that document pertaining to the Operations and Planning Committee. The committee members made numerous recommendations, and Vice President Shirley Treanor will be taking the feedback and edits back to the Instruction Office for updating the ESMP.

#### **Academic Senate Resolution: Program Discontinuation Policy/Guiding Principles for Ongoing Budget Augmentation and Elimination:**

The OPC discussed the recent senate resolution regarding program discontinuance, and also discussed the plans of the district Academic and Professional Matters APM group, to draft a district level program discontinuation policy.

The discussions centered on the need for OPC to provide a more thorough review and evaluation of all program reviews, and for that information to be used and gathered on an annual basis, to inform and guide the integrated planning and budget process and the process for program discontinuance, program assessment and program creation. Kurt Hueg brought up that in the 2011 Self Study one of the planning agendas identified this need specifically.

The planning agenda from Standard I.B.7 states: "Foothill College will continue its efforts to improve the assessment of its program reviews and the evaluation mechanisms used in improving instructional and non-instructions programs and services. The college intends to strengthen the assessment of its program reviews by updating the current program review template and adding this functional responsibility to a college governance committee such as the Operations and Planning Committee, the College Curriculum Committee, or a combination of both. This will ensure a rigorous assessment of program reviews, focused on enhancing student outcomes and promoting program improvement and relevance. Through this process institutional effectiveness can be increased with stronger linkages between program review and planning."

The committee agreed that OPC needs to have a more prominent role in the evaluation of program reviews to inform key college processes such as resource allocation, and program improvement, and discontinuance. To that end, the committee discussed the need to have regular

(All agendas and minutes will be archived online through the President's Office.)

meetings and to have an Academic Senate Member as a standing member of the committee. Currently the Academic Senate representative, while performing an outstanding job on the OPC committee, does not attend the Academic Senate meetings as a Senator.

Kurt Hueg shared his opinion that it does not make sense to have the administrative chair someone other than the Vice President of Institutional Resources.

The OPC agreed to look at updating the role of the OPC to reflect the planning agenda outlined in Standard I.B.7, at its remaining two meetings prior to the end of the academic year.