



## FOOTHILL COLLEGE Operations Planning Committee

### Agenda

Date: February 28, 2012 Time: 2:00-3:30p.m.  
President's Conference Room

Time	Topic	Discussion Leader	Expected Outcome
2 -2:05p	A. Approve Minutes B. Additions to the Agenda?	Shirley & Group	Information
2:05 - 3:25p	C. Look online at Resource Requests and determine a plan of action.  Here are our links to find the completed program reviews. All program reviews are being posted here: <a href="http://foothill.edu/staff/irs/programplans/index.php">http://foothill.edu/staff/irs/programplans/index.php</a>  On the same page you will find links to the individual programs' data. Elaine has completed some very good Institutional Research that could be helpful too. All of it is accessible from here: <a href="http://foothill.edu/staff/irs/FHresearch/requestcompleted.php">http://foothill.edu/staff/irs/FHresearch/requestcompleted.php</a>	Group	Review
3:25- 3:30p	D. Review calendar of meetings and chronology of work to be done.	Shirley	Confirm schedule meets needs of work to be done

**Future Agenda Items:** Use rubric, meet reductions, allocations, examine reassigned time & ending balances.

Website: <http://www.foothill.edu> then go to Faculty and Staff then Leadership & Governance then Office of Instruction & Research. Our minutes/agendas are located on the President's page, under Governance (OPC).

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#### Operations Planning Committee Members:

Co-Chair VP, Ed Resources & Instruction – Shirley Treanor  
Co-Chair Faculty – Ion Georgiou  
Co-Chair Classified – Phuong Tran  
Member Faculty – Pam Wilkes  
Member Classified – Gigi Gallagher  
Member Student – Meryam Bouaricha or Josyelyn Diaz  
Administrator – Laureen Balducci

Other:

Meridith Heiser, FA  
Kurt Hueg - Tech  
Elaine Kuo - Research