



FOOTHILL COLLEGE

Operations Planning Committee (OPC) Meeting

MINUTES

MARCH 26, 2012

2:00 – 3:00 P.M.

LOCATION: PRESIDENT'S
CONFERENCE ROOM

MEETING CALLED BY	Shirley Treanor
TYPE OF MEETING	Advisory Committee Meeting
NOTE TAKER	Phuong Tran
ATTENDEES	Shirley Treanor, Gigi Gallagher, Elaine Kuo, Pam Wilkes, Phuong Tran, Kurt Hueg, Meredith Heiser, and Ion Georgiou

Agenda Topics

REVIEW	
<u>Approval of Meeting Minutes</u> <ul style="list-style-type: none"> February 28, 2012 March 12, 2012 	
<u>OPC Presentation to PaRC – May 2, 2012</u> <ul style="list-style-type: none"> New rubric was approved for use Request review process <ul style="list-style-type: none"> 1st round – Sort out what OPC considers to be a priority 2nd round – Consider VP and divisional ranking 3rd round – Group discussion of any differences in prioritization Use guiding principles to score requests: High, Medium, or Low <ul style="list-style-type: none"> Composite score will determine Funded / Not Funded status Determine potential funding sources Present recommendations to PaRC 	
<u>Have Not Requested</u> <ul style="list-style-type: none"> There are items that are absolutely necessary, but have not yet been explicitly budgeted, that will need to be added to the budget <ul style="list-style-type: none"> Etudes DegreeWorks Graduation Tenure Review Coordinator DSP&S / Sign Language Each program will have to list <u>all</u> funding requests in program review, even those funded by alternate sources and especially mandated costs, so OPC can have the complete budget picture. <ul style="list-style-type: none"> Many programs have not listed these requests because they have to be funded regardless, but this skews the determinations for the amount of funding that will be needed Shirley will send out a revised update by e-mail 	
<u>Faculty, Classified Staff, and Reassigned-Time</u> <ul style="list-style-type: none"> OPC recommends that responsibility for faculty, classified staff, and reassigned-time decisions be yielded entirely to PaRC <ul style="list-style-type: none"> There is a link between faculty, classified staff, and reassigned-time as reassigned-time is an integral factor in faculty and classified staff decisions Consolidation of these responsibilities allows more cohesive budget funding determinations OPC will continue to focus on resource allocation, B-budgets, and one-time funding requests 	