



**Planning and Resource Council (PaRC)
Minutes of March 6, 2013**

ITEMS	TOPICS	LEADERS	EXPECTED OUTCOME
1	Welcome (and Introductions)	Judy Miner	
2a	Minutes of February 6	Judy Miner	Action
2b	Minutes of February 20		
3a	Faculty Request Cover Sheet-2013 Emergency	Peter Murray	Action
3b	Chem 2013-Faculty FTE Request Form		
4	Program Review Committee Update	Craig Gawlick	Action (suspension of rules)
4a	Recommendations		
4b-d	Rubrics: Instructional; Student Services; and Administrative Unit		
5	Equity Plan	Judy Miner	Discussion
6	Questions/Concerns/Announcements	Judy Miner	Discussion

Meeting began at 1:35 PM.

PRESENT:

Mark Anderson; Bob Cormia; Dolores Davison; Joseline Diaz; Margo Dobbins; Craig Gawlick; Ion Georgiou; Meredith Heiser; Aprill Henderson; Amy La Galante; Charlie McKellar; Judy Miner; Mariam Mostafa; Sarah Munoz; Peter Murray; Leslye Noone; Erin Ortiz; Sarah Schueler; Roberto Sias; Bernata Slater; Paul Starer; and Denise Swett.

ABSENT:

Mia Casey; Bernie Day; Elaine Kuo; Kimberlee Messina; John Mummert; and Antonia Zavala.

GUEST(S):

ITEM 1: WELCOME AND INTRODUCTIONS (MINER)

DISCUSSION: Peter Murray introduced Aprill Henderson, who works in EOPS. She will now be the Classified Basic Skills rep. Judy thanked her for being part of the group. Aprill excused herself early as she had another engagement.

ITEMS 2a and 2b: APPROVAL OF MINUTES: FEBRUARY 6 AND FEBRUARY 20, 2013 (MINER)

ACTION: February 6 and February 20 Minutes were approved by consensus.

ITEM 3: FACULTY REQUEST CHEMISTRY 2013 FACULTY FTE REQUEST (SLATER)

Bernata and Peter presented for Kimberlee, as she was attending an off-site meeting. Peter said there is

a full-time faculty resigning at the end of the academic year, as well as another faculty being granted PDL next year. Chemistry is growing 9% a year. The division had to hire four new part-timers in Spring 2013. It is critical to the department to continue this position.

Bernata said one of the concerns with the district is enrollment is declining. There is emphasis on ensuring enrollment numbers will sustain themselves this current year and the years to come. If enrollment declines, it may bring further budget cutbacks. We are looking in terms of stability. There may be additional unforeseen PDLs or resignations in the future, so it would be good to be proactive in anticipating this. There is minimal cost at this point.

ACTION: Chemistry FTE approved by consensus.

ITEMS 4a: PROGRAM REVIEW COMMITTEE RECOMMENDATIONS (GAWLICK)

Craig presented. The committee has met and drafted the rubrics. The work was done on a compressed timeline due to lack of committee representation at the start. The rubrics were emailed to everyone recently. It is being requested that the rules be suspended and the rubric be presented for discussion, feedback, and action at this meeting.

ACTION: Rules of suspension approved by consensus.

ITEMS 4b-d: PROGRAM REVIEW RUBRICS: INSTRUCTIONAL, STUDENT SERVICES, ADMINISTRATIVE UNITS (GAWLICK)

Craig presented. He said there was discussion among the committee members to have 3 subgroups to handle the 27 program reviews that are tabled (9 each). If a program review receives red or yellow, then it will be brought back to the whole committee for discussion and review. With this being the first year of the rubrics, go through the process this year, and see what modifications must be had for the following year. Craig said the committee expressed concern with an administrator being part of the subgroup that is reviewing their division's/department's program review. Bob said that it might actually bring expertise to the table to help evaluate the program review comprehensively.

Judy thanked the committee for the hard work and all they have accomplished in a short timeframe.

ACTION: Program Review Rubrics approved by consensus.

ITEM 5: EQUITY PLAN UPDATE (MINER)

DISCUSSION: Judy presented. Judy and Mia have begun meeting and talking with the leaders of the various diverse networks on campus to discuss under-represented students.

Some ideas over the next couple of months are looking at some of the elements and to write a new equity plan. Mia has been researching other campuses' plans to find a model. Judy has enjoyed the conversations and making the connections with the various groups. A steering committee will be created. Paul Starer expressed his interest in the steering committee. Judy would like to extend the invitation to everyone. Hoping to have the work completed before the end of this academic year. She

will be looking at what summertime work needs to be completed, Opening Day content, and have the Student Equity Plan completed by the end of the Fall 2013 Quarter.

Roberto commented the last student equity plan was under former VP Rose Meyers. He suggested it would be helpful to look at the former demographic information included in the prior plan, update that information, and to look at other similar colleges for their diversity efforts.

Judy said a full discussion with the steering committee will be part of that process. Mia is looking into other colleges in their diversity efforts. Judy will update PaRC as they become available.

ITEM 6: QUESTIONS/CONCERNS/ANNOUNCEMENTS (MINER)

DISCUSSION: Erin reminded everyone of the Women's History Month and the upcoming International Fair.

Peter said they have set their dates for the Math Summer Bridge courses (July 8-18 and August 19-29) and STEM Summer Camps (June 24-July 3 and July 8-18).

Denise said they are preparing for the next annual Technology Conference (October 24-25), Summer Academy, and filling vacant or reorganized positions. The Onizuka Blue Cube will become the FHDA Education Center with an established address of 1070 Innovation Way, Sunnyvale, CA 94089. It is anticipated the Ed Center will open in Winter 2016.

Dolores and a few others will be attending the League for Innovation in Dallas on March 11-12. The John & Suanne Roueche Excellence Award will be presented at the League. Foothill recipients are: Frank Cascarano; Maureen Chenoweth; Darya Gilani; David Marasco; and Peter Murray.

Charlie inquired as to the demolition of the Blue Cube. Judy said the demolition will begin after Ohlone Elder Ann-Marie Sayers performs the Ground Blessing in May.

Meredith said the March on March was good. Students had the opportunity to speak with legislators. Erin loved the support from faculty.

Roberto thanked Judy for attending the recent Classified Senate meeting. He inquired as to the rumors of a potential reconfiguration of the loop road. He said there appears to be plans underway, but feels maybe there has not been enough feedback provided. Judy asked Roberto to check with Buildings & Grounds for an update. Roberto requested the next PaRC meeting have construction updates agendaized. Judy said the next phase would be Central Services getting remodeled and ETS having a permanent home.

Roberto asked if there were any Board updates. Erin said some of the recent items have been budget updates, tenure, Ed Center. Judy said the Board has recently approved the first read of a proposed alcohol policy, which would allow alcohol on campus for special events. It will bring in revenue. Beer and wine only; no hard alcohol. Students cannot attend any event that has alcohol being served.

Meeting adjourned at 2:25 PM.