## PLANNING & RESOURCE COUNCIL
### AGENDA – March 17, 2010 - REVISED

**Purpose:** Participatory Governance Leaders Meeting  
**Location:** TOYON ROOM  
**Time:** 1st & 3rd Wednesday - 1:30 p.m. to 3:00 p.m.

### AGENDA TOPIC | DISCUSSION LEADER | EXPECTED OUTCOME
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1:30 – 1:35 | Approval of Minutes for March 3, 2010 & Jan. 20, 2010 Review PaRC Membership list | Miner | Approval
1:35 – 2:00 | Governance Handbook 1st Review – see link below Revision 12.10.2009 | Miner | Information/Discussion
2:00 – 2:15 | Ed Master Plan Update | Peck | Information
2:15 – 2:25 | OPC Update | Barker | Information
2:25 – 2:30 | Faculty Hiring Update | Miner/Barker | Affirmation
2:30-2:50 | Budget Update | Miner | Information
2:50 – 3:00 | Questions/Rumors control? | Miner | Information

**ATTACHMENTS:**

**IMPORTANT DATES:**
June 7 - 6:00 – 7:30 - State of the College – Hearthside Lounge
2009-2010 PLANNING AND RESOURCE COUNCIL
1:30 -3:00 pm
President’s Conference Room

CHAIRS:
College President Judy Miner 7201
Academic Senate President Dolores Davison 7196
Classified Senate President Leslye Noone 7250

MEMBERS:
ASFC President Ahmed Mostafa 7062
ASFC Student Trustee Ashley Oropeza (E. Anderson) 6204
ASFC Student Member Shane Courtney Email
ASFC Student Member Hanson Chan Email

Strategic Initiative & Operations Budget Chairs (12)
CLASSIFIED:
Operations Sindy Olsen 7262
Access in Action Chris White 7362
Community of Scholars David Garrido 7566
Collaborative Decision Making Leslye Noone 7250

FACULTY:
Operations Jay Patyk 7471
Access in Action Bernie Day 7225
Community of Scholars Pam Wilkes 7609
Collaborative Decision Making Karl Peter 7203

ADMINISTRATORS:
Operations Phyllis Spragge 7730
Access in Action Paul Starer 7227
Community of Scholars Mark Anderson 7326
Collaborative Decision Making Laureen Balducci 7823

EX-OFFICIO:
FA Representative Karen Erickson 7413
ACE representative, Foothill Shelly Schreiber 7395
CSEA Representative Vacant
MSA Representative Roberto Sias 7307
Teamsters Representative Judi McAlpin 6953
VP of Inst.& Ed Resources Shirley Treanor Barker 7364
VP Workforce Ed & Richard Galope 7070
VP of Stu. Devel. & Instruc. Rose Myers 7228
VP Instruc. & Inst. Res. (interim) Eloise Orrell 7209
Assoc. VP External Relations Kurt Hueg 7645
Assoc. VP Mdfld. Denise Swett 6952
Institutional Research Daniel Peck 6198
OE3 Jeff Mead 7313

SECRETARY: Annette Stenger, 7200, Mia Casey 7408
DISTRIBUTION ONLY: Darya Gilani 7362, Daphne Small 7214
Rationale:
Over the last 3 years Chemistry continues to growing an average of 10% per year. 2007-8 to 2008-9 was 15%. This trend will continue. Significant growth is from the Allied Health relationship (Chem 30A/B), as well as the in the transfer courses: Chem 25, 1A/B/C, 12 A/B/C. Increased enrollments are due to the FT reputations in Chemistry. Anecdotally, if students come to FH for Chemistry, they will also take Math, Biology, LA, etc.

Expansion has caused the Department to again drop well below 50% FT instruction (36%)! A high level of difficulty exists in finding and retaining qualified part-time instructors -- 5 PT left this year. One FT Tenured Faculty has announced she is leaving April 1, 2010. The department is stretched thin covering each of chemistry class sequences. Because of lab + lecture loads, many PT faculty will be ineligible to teach in Sp10 since they will be over 66% FT load. Many PT faculty can only teach in the evenings, which exacerbates an already bad situation. Two additional FT faculty member will permit us to increase our offerings.

PSME is starting a Nanotechnology program which is multidisciplinary. Tentatively, we are planning for Richard Daley to be reassigned time for Nano starting in FY 10-11. If this does not occur, the Nano Program will be delayed.

In FY 11-12, two faculty are qualified to take PDL. There are also plans to offer new classes at different times to accommodate additional students. With the growth in enrollment, the current FT staff is inadequate.

Program Issues: Staff

<table>
<thead>
<tr>
<th>FT/PT ratio:</th>
<th>Current</th>
<th>If filled</th>
<th>If not filled</th>
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<tbody>
<tr>
<td>(dean's estimate)</td>
<td>3.93/10.93 = 36%</td>
<td>41% (1 FT)</td>
<td>36%</td>
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<td>50% (2 FT)</td>
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<th># FTE faculty assigned (dean's estimate)</th>
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Narrative: are PT faculty available? Can FT faculty be reassigned to this program? Implications if not filled

Potential for increased growth is outstanding. No current FT faculty in PSME can be reassigned. If the position is not filled, growth potential listed above cannot be addressed.

The quality of the chemistry program will suffer
Program Issues: Enrollment Trends

<table>
<thead>
<tr>
<th>Year</th>
<th>Instructional Faculty Requests</th>
<th>Non Instructional Faculty</th>
<th>Comments</th>
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<tbody>
<tr>
<td></td>
<td>Annual WSCH</td>
<td>%WSCH growth</td>
<td>%WSCH (3 yr growth)</td>
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<tr>
<td></td>
<td>FTE in program</td>
<td>FTES/FTEF</td>
<td></td>
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<tr>
<td>Prior year 2008-9</td>
<td>A 21,014</td>
<td>(A-B)/B 15%</td>
<td>(A-C)/C 26%</td>
</tr>
<tr>
<td>Year before that</td>
<td>B 18,352</td>
<td></td>
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<tr>
<td>3 year average w/A&amp;B above</td>
<td>C 16,812</td>
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Program Issues: Viability

**Narrative:** comment on projected demand, availability of staff/faculty, relevance to Ed master plan & PROGRAM REVIEW goals…

The Chemistry Program has been increasing over the last three years, and that is accelerating. This is partially due to the increase in CCC students, but the Chemistry increase in F09 WSCH is significantly more than FH’s average. 90% of the classes are very strong (full to lab capacity) and classes have wait lists. There is a student demand!

PT faculty are very hard to find. The department has started a mentor program in Sp06 to assist new PT faculty adapt. Even with this support infrastructure, it takes two quarters for a new PT faculty to be reasonably proficient. The PT typically teach the lower division courses: Chem 25, Chem 30A/B, and Chem 1A.

Typically FT faculty teach double lectures followed by labs. This is very productive since the second lab load is all that is added to having two sections versus one.

Chemistry is a core discipline that students need for transfer to 4 year colleges, as well as Allied Health programs.

**Health/safety/legal issues:** There has been a significant amount FT faculty effort expended on Hazmat issue and compliance. Having another FT faculty reduces the risk, since most issues have been PT faculty related.