



FOOTHILL COLLEGE

Workforce Workgroup

MINUTES

Date: March 13, 2012

Time: 2:30 p.m.

Location: Toyon Room

Attending

Skip Barnes, K. Allison Lenkeit Meezan, Phyllis Spragge, Bonny Wheeler, Rachelle Campbell, Jerry Cellilo, John Mummert, Phuong Tran, Charlie McKellar, Kimberlee Messina, Willie Frieson, Gay Krause, David Ellis, Rick Kuhn, Kurt Hueg, Becky Urrutia-Lopez, and Jeanne Thomas

Discussion Items

Topic	Discussion Leader
1 Science Learning Institute (SLI)	Peter Murray
2 Approval of 02/14/12 Minutes	Jerry Celillo
3 Formal Allocation Approval Submission for OPC & PaRC	John Mummert
4 Perkins 12-13 Application	John Mummert
5 YTD Account Balances	John Mummert
6 Reflections	John Mummert

Discussion Detail

Science Learning Institute (SLI) Presentation – Peter Murray

- Focus on multi-disciplinary cooperation
 - Give a broad base to students to transfer or get a job.
 - Developing a matrix to allow flexibility in transferring to 4-year universities.
 - Hone skills that are transferable to real jobs.
 - Multiple different pathways based on a series of courses that touch on and reinforce one topic that show students how a problem can be approached from different viewpoints.
 - Develop a biomedical track that could lead to transfer degree at SJSU.
- Focus on Foothill as a laboratory
 - Analyze stuff from the “real world.”
 - GIS identify all houses in Los Altos by power consumption and build demographics.
 - Identify within own campus all the building types, what kind of energy each uses, and how much is used. Can start creating characterizations that can be quickly accessed.
- Radical change in the way we teach at Foothill
 - Not just sit and listen.
 - Actively engage students to take a hands-on approach.
 - Encourage students’ decision-making skills.
 - Tie in to currently offered courses and create “tracks” that students can follow to complete requirements.

- Create working partnerships between local community, UC's and CSU's, government, and national groups.
 - Increase the number of women in the Sciences.
- Meeting on March 28 to figure out how to push SLI forward, develop new partnerships and programs, and raise seed money.
 - Programs developed at SLI could lead to government grants that could sustain SLI for the future.

Minutes: Approved 02/14/2012 meeting minutes

Perkins Funding

- Formal approval of allocations before submission to OPC.
- Reminder to complete FY12-13 Perkins applications and submit to Phuong by April 13, 2012.
- Review of Perkins allocation criteria:
 - Focus on improving and enhancing programs.
 - Priority given to programs that have discipline accreditation requirements.
 - Advisory board recommendations.
 - Health and safety considerations.
 - Faculty reassigned-time requests were not approved.
- Next year will be easier as we will already have a list of criteria upon which to build.
- Review of how the funding has been used so far
 - Primary concern is who has not yet spent their allocation.
 - Some programs have exhausted their Perkins money.
 - Is there a process to request more money?
 - If more money is needed, let us know. Perhaps we can move money around so everybody can get what he or she needs.

Reflections and Review Process

- How are the Basic Skills, Transfer, and Workforce workgroups doing?
 - Metrics are the key part of how the college will evaluate us
- Have we achieved our three core mission objectives?
 - Improve the use of Perkins funding.
 - Increase awareness of Workforce on campus.
 - Set up a Workforce advisory board.
- Advisory board discussion
 - Composition of advisory board should be at least 50% employers.
 - Determine what the advisory board should do.
 - Workforce programs tend to be more expensive than transfer programs. Advisory board could help college see the wisdom of approaching things differently and not just look at the bottom line.
 - Provide external input on what programs will be needed in the future.
 - Focus on expanding demand for students in current workforce programs.
 - Must have a specific agenda to discuss with the board to get accurate feedback and not waste time.
- Workforce is part of the Strategic Education Master Plan

- Everything we do is available on the Foothill website.
www.foothill.edu/workforce
- Mark will draft up our reflections on meeting our metrics for discussion next time

Projected Documents/Handouts

1	Agenda 03/13/12
2	Science Learning Institute (SLI)
3	Meeting Minutes 02/14/2012
4	Perkins 2012-2013 Recommendations to OPC & PaRC

Important Dates

Date	Description
03/19 & 03/20	VPs Meet with OPC to Review Funding Requests
04/13/12	Submission for Perkins FY 12-13 Application
04/17/12	Next WWG Meeting at FH President's Conference Room
04/30/12	Submission for Advisory Board Meeting Minutes