



PLANNING & RESOURCE COUNCIL

AGENDA

May 4, 2011

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

DATE May 4	AGENDA TOPIC	DISCUSSION LEADER	EXPECTED OUTCOME
1:30	Introduction of Guests	Miner	
1:35	Approval of Minutes for April 20, 2011 *	Miner	Approval
1:40 - 1:55	Accreditation - review planning agendas Approve Draft	Orrell	Draft Approval
1:55 - 2:10	ARCC Report Update	Kuo	Information
2:10 - 2:20	Non-technical changes to ESMP	Kuo	Information/Discussion
2:20 - 2:40	OPC/Budget Update	Patyk/Miner	Information
2:40 - 3:00	Questions/Rumors/Announcements	Miner	Information

*ATTACHMENTS:
Minutes 4.20.11

NOTE - Update to appendices plans will be posted on website - please submit to Darya Gilani

Accreditation Report to be presented to board on June 6, 2011 - moved from June 20, 2011



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PLANNING AND RESOURCE COUNCIL

MINUTES

April 20, 2011

IN ATTENDANCE:

Anderson, Balducci, Bourquin, Bowie, Casey, Cellilo, Chenoweth, Davison, Day, Dehnad, Gallagher, Gilani, Heiser, Hueg, Kuo, McAlpin, Meade, Miner, Myers, Noone, Oeh, Ong, Okamura, Orrell, Patyk, Schreiber, Southerby, Starer, Stenger, Swett, Taketa, Treanor

ANNOUNCEMENTS AND INTRODUCTIONS – MINER

Guests: Chris White, Laurie Bertani, Jake Arnette, Debbie Lee, Mark Knoble,

APPROVAL OF MINUTES FOR APRIL 6, 2011

ITEM I - ACCREDITATION UPDATE - HUEG

“It’s all good and everyone is happy.” An email will go out to all employees to do a final review. 2a 1a 1b will be ready next week. Formatting is excellent and is a good looking document. At Chancellor’s Staff, Thor indicated that recent site visits noted whether or not the college has a professional ethics statement. One will be included in our board policy and will be in place by summer. 1st reading of the report will be at the board meeting in May.

ACTION: PARC Needs to be sure that our Mission Statement is complete and approved.

ITEM II - CORE MISSION UPDATES

OPERATIONS – Murray

Minor revisions to criteria – see handout

Tried to keep statement clear and added terms....see notes in red

Each member is taking on one list to analyze. Will report back to PaRC when ready.

Classified senate “criteria for budget reductions”

Had lengthy discussion that it is important that we do understand that the role of the administrator in reaching the budget cut scenarios is not easy. Nobody wants to make these difficult decisions and as awful as it is for those getting laid off, it is difficult for those making the decisions. Emphasized the importance that there should be no individual deals with regard to reorganization or changes to job duties.

TRANSFER – Chenoweth/Day

See handout - Transfer “QUIZ”

There will be a Transfer Celebration – May 15. This is a first time event to recognize our transfer students who cannot participate in Commencement.

Held a collaboration meeting with Basic Skills to encourage students to start thinking at an earlier date about transfer. Would like to invite community members to be mentors.

Visit - *Mobilize.org* – The Millennials(18-34 age) Report - Democracy 2.0. Summit brought 117 students together to discuss the challenges they face in achieving their academic goals and programs that could make a difference in helping students succeed in Community College....in transfer - need mentoring and need mandatory orientation – students don't do “optional.”

Contact Laura Woodworth to seek commission members' participation. Rose Myers will take volunteers from the college community.

WORKFORCE – Anderson

See handout

BASIC SKILLS – Starer/Ong

See powerpoint

ITEM III - MINER

BUDGET UPDATE/QUESTIONS/RUMORS/ANNOUNCEMENTS

ASK JUDY WHAT SHE SAID ABOUT CTIS

We must be cautious not to cut our quality and innovative plans and must always be aware of our students needs. Interconnectedness must be watched.

- Rumor – we are merging with West Valley Mission District due to retirement of their Chancellor. There has been exploration of a merger and would be an interesting “what if.” We are in the stage of identifying what questions need to be answered, would we save money and would there be insurmountable problems. There are many questions before we go farther. Will not be done by March of next year as rumored. Nothing like this has been done before and would not be because districts are collapsing – but because it's practical.

- Middlefield update: We continue to look for a new satellite campus home for “Middlefield.” Onizuka Air Field is being considered and would be free. Met with Mission CC and they are in agreement to partner with us in the new site. What that would include would be complementary programs, i.e. ESL offerings, EMT (is impacted and could share equip) – faculty and student services would serve both. Catholic Charities , NOVA interested. De Anza Community Ed would meet there. Would have three colleges in one place and would be first in California to “co-locate” programs - could become a national model. Timeline would wrap up late fall, 2 years before it opened. Lease for Middlefield is up 2014.

- Visit Huffington Post at http://www.huffingtonpost.com/piyush-mangukiya/post_1946_b_849651.html. Etienne Bowie, our ASFC president, is quoted in an article on his experience with *studentmentor.org*. Found that success rate with

mentors is very high. Through this site, students can customize what they want in a mentor.

- Etienne asked for student input to cuts. Received numerous letters that will be forwarded to Sacramento. Some ideas also came forth that students said they would be willing to pay for. Assembly Bill 515 forthcoming - colleges could offer instruction for which students would pay the full cost. The State Academic Senate passed a resolution in opposition.

- ASFC is putting together a taskforce to go to other districts and help them advocate on behalf of education.

- "NO Sacred Cows" suggestion box. Everything is on the table for 20% reduction in 16 months. You can participate anonymously. Suggestions will be reviewed at the cabinet retreat Monday.

Please note the cue for presentations for May 4 meetings at the bottom of Minutes.



ESMP v.2.0 Timeline

- April 12 & 18: Presentation of goals, metrics and targets to workgroups
- April 20: Dissemination of ESMP v.1.0 sections to workgroups
- May 4: Presentation of goals, metrics and targets to PaRC
- May 5: Revision of ESMP v.1.0 core missions section sent to tri-chairs (with prompts)



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ESMP v.2.0 Timeline

- May 13: Workgroups feedback
- May 17: Feedback incorporated into core missions section
- May 18: PaRC presentation (for review)
- May 27: ESMP v.2.0 updated
- June 1: PaRC approval of ESMP v.2.0
- June 6: Board presentation



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Educational & Strategic Master Plan (ESMP) v. 2.0: Using the ARCC 2011 Report

**Wednesday, May 4, 2011
PaRC Presentation**



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Accreditation

- Self-study
- Site Visit

- Updating the ESMP
 - Institutional Mission
 - Institutional Planning



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Core Missions

- Basic Skills
- Transfer
- Workforce
- Stewardship of Resources



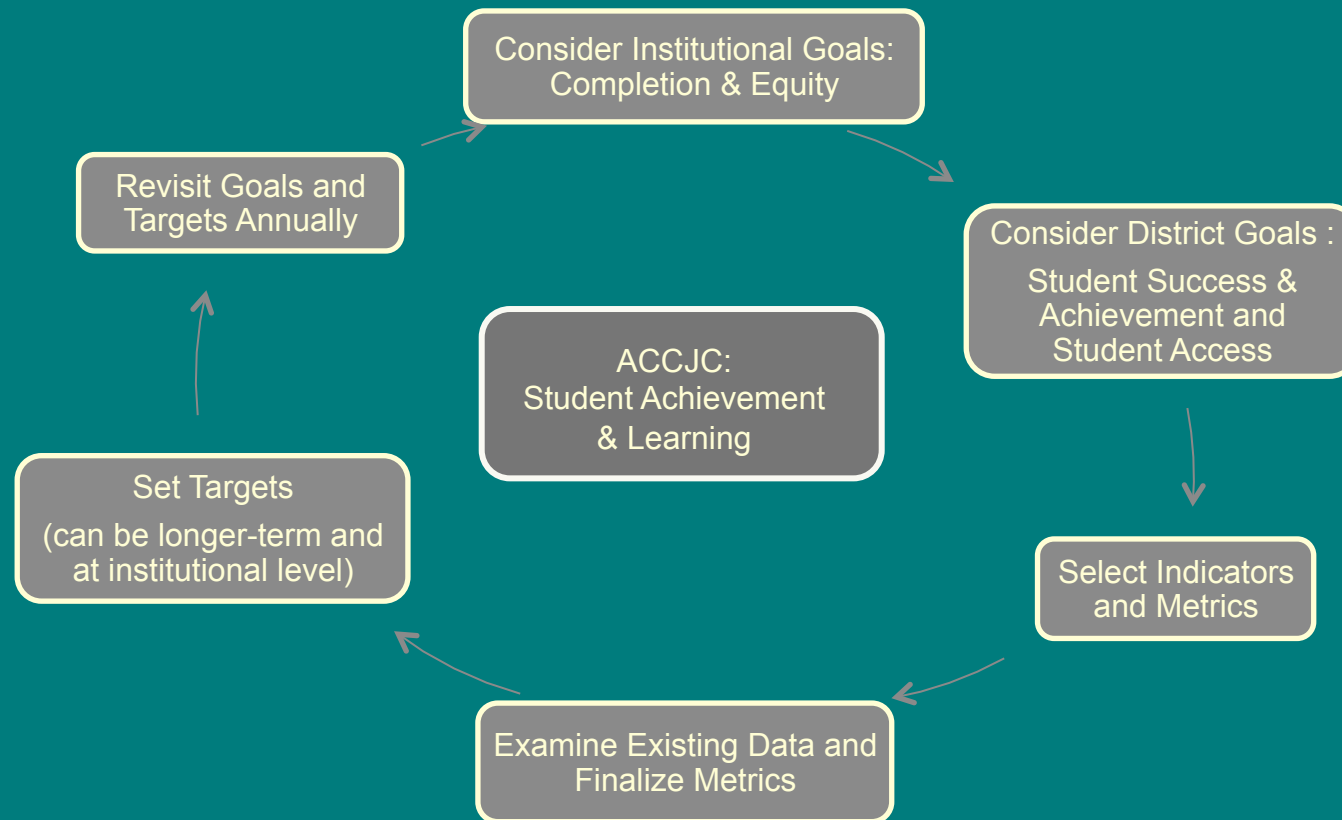
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Setting Goals, Metrics, Targets



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Basic Skills

Institutional Goal:	Metric:	Target:
Improve student achievement outcomes for basic skills courses	ARCC Basic Skills Course Completion Rates (Success rates of students in a basic skills course)	By 2015, Foothill will achieve 85.0% or the highest score within the peer group*.
	ARCC Improvement Rate for Credit Basic Skills (Rate at which students move through a sequence)	By 2015, Foothill will achieve 67.0% or the highest score within the peer group*.
Improve student outcomes and close the achievement gap	Success rate of historically underserved student groups (Annual Course Success Rates by Ethnicity)	By 2015, Foothill will increase student course success by 5 percentage points, focusing on narrowing the gap among groups.

*Peer group colleges include Alameda, American River, Berkeley City College, Cabrillo, Canyons, Glendale, Irvine Valley, Laney, Marin, Merritt, Mira Costa, Monterey, Ohlone, Palomar, Saddleback, San Diego City, San Diego Miramar, San Francisco City, San Mateo, Santa Rosa, West LA, West Valley.



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Transfer

Institutional Goal:	Metric:	Target:
Improve Student Outcomes and Close the Achievement Gap	ARCC Student Progress and Achievement Rate (transfer to four year, transfer directed, transfer prepared)	By 2015, Foothill will increase the number of students who transfer; our goal is to transfer 308 to the UC system, 245 to the CSU system, and 490 to in-state privates (ISP) and out of state (OoS) institutions.
	CCCCO Transfer Velocity Cohort Report	By 2015, Foothill will increase the transfer rate for historically underserved student groups by 8 percentage points or be higher than the state average.
Improve Student Success	ARCC Persistence Rate	By 2015, Foothill will achieve 80.0% or the highest score within its peer group*.
	ARCC Persistence Rate (by ethnicity)	By 2015, Foothill will increase the fall to fall persistence rate among historically underserved student groups by 5 percentage points.

*Peer group colleges include Alameda, American River, Berkeley City College, Cabrillo, Canyons, Glendale, Irvine Valley, Laney, Marin, Merritt, Mira Costa, Monterey, Ohlone, Palomar, Saddleback, San Diego City, San Diego Miramar, San Francisco City, San Mateo, Santa Rosa, West LA, West Valley.



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Workforce

Institutional Goal:	Metric:	Target:
Improve the Outcomes of Vocational Students	ARCC Course Success Rate for Vocational Courses	By 2015, Foothill will achieve 90% or the highest score within its peer group*.
Improve Student Achievement Outcomes	Number of Certificates Awarded	By 2015, Foothill will increase the number of certificates awarded by 8 percentage points.
	Number of Degrees Awarded	By 2015, Foothill will increase the number of degrees awarded by 8 percentage points.
	Certificates and Degrees awarded to historically underserved student groups	By 2015, the number of certificates and degrees awarded by Foothill will be reflective of the student population by ethnicity.

*Peer group colleges include Alameda, American River, Berkeley City College, Cabrillo, Canyons, Glendale, Irvine Valley, Laney, Marin, Merritt, Mira Costa, Monterey, Ohlone, Palomar, Saddleback, San Diego City, San Diego Miramar, San Francisco City, San Mateo, Santa Rosa, West LA, West Valley.



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Stewardship of Resources

Institutional Goal:	Metric:	Target:
Positive Year-Ending Cash Balances for All Department Account Codes	Ongoing revenue/ Ongoing expense	TBD
Provide Appropriate Staffing	FTES/Non-instructional support staff	(Less than or equal to) 44
	Faculty Obligation Number (FON)	FON + 5



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ARCC Report

- Accountability Reporting for the Community Colleges
- Measures performance indicators for CA community colleges
- Published by the State Chancellor's Office since 2007
- <http://www.cccco.edu/Portals/4/TRIS/research/ARCC/March%20ARCC%202011.pdf>
- Foothill College: pgs. 272-277



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Next Steps

- PaRC approval of goals, metrics and targets
- Revising the ESMP
 - Core mission workgroups



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REFERENCES TO RP GROUP RESOURCES ON TRANSFER IN OCCUPATIONAL MAJORS

<http://rpgroup.org/content/cte-transfer-general>

Home Page: Occupational/CTE Transfer Project

<http://rpgroup.org/content/cte-transfer-practitioner-survey>

Three-page summary of 400 responses to a statewide, online survey on factors that challenge transfer by students enrolled in community college CTE programs

<http://rpgroup.org/content/engineering-transfer-student-voices>

Advice to students and institutions from students who successfully transferred into BS Programs in Engineering

Profiles of community college students pursuing transfer in engineering

Summary of brainstorm conducted in Intro to Engineering course in a CC on what students, CCs and four-year colleges can do to support transfer in Engineering