



**FOOTHILL COLLEGE**  
**Integrated Planning and Budget Task Force**

Agenda  
August 31, 2011

Members:

Bob Cormia, Academic Senate  
Darya Gilani, Instruction & Institutional Research  
Gigi Gallagher, Classified Senate  
Carolyn Holcroft, Academic Senate  
Kurt Hweg, Cabinet  
Kimberlee Messina, Instruction & Institutional Research  
Teresa Ong, Academic Senate  
Joseph Otade, Student Representative  
Phyllis Spragge, Dean  
Shirley Treanor, Cabinet  
Chris White, Classified Senate

Item	Discussion Questions
1. Welcome	
2. Draft Annual Program Review Template	<ul style="list-style-type: none"><li>• What elements are missing on this template?</li><li>• What can we improve on before giving it to PaRC at their first meeting?</li></ul>
3. IP & B Timeline	<ul style="list-style-type: none"><li>• Does this timeline incorporate the suggestions discussed in earlier task force meetings?</li><li>• Do we see any potential conflicts with these dates?</li></ul>
4. Next Steps	<ul style="list-style-type: none"><li>• Do we agree to ask PaRC to continue Task Force through Fall to work on:<ul style="list-style-type: none"><li>-Student Services/Administrative version of Annual PR</li><li>-Draft Program Discontinuance Policy/Process</li><li>-In-Depth Program Review Templates</li><li>-Exploration of a Program Review Committee</li></ul></li></ul>

IP&B Summer Task Force Charge:

1. Assess the existing Program Review and Resource Allocation Process
  - a. Examine the creation of a "program review committee"
  - b. Review the charge of OPC and the Resource Allocation Process
2. Explore and draft Program Discontinuance processes
3. Draft recommendations for PaRC review and approval