



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

Minutes Draft
July 23, 2014

Members:

Laureen Balducci, absent; Craig Gawlick; Meredith Heiser; Carolyn Holcroft, absent; Pat Hyland, absent; Andrew LaManque; Bruce McLeod; Kimberlee Messina, absent; Cara Miyasaki, absent; Paul Starer

I. Review minutes from previous meeting

Minutes accepted.

II. Review annual template/Paul Starer's draft

The group began by reviewing the draft provided by Paul Starer. Questions and discussion focused on:

- How does accreditation need to be addressed, continually? What is required by ACCJC?
- Does the annual template need to be streamlined in reaction to trends/changes or is it a check in document?
- What key elements need to be in the annual review for resource requests?
- Discussion of resource requests included possibly adding a prompt similar to, "if you requested faculty/staff, please address these prompts. If not, skip to next item"

III. Plan next meeting's agenda

Bruce McLeod will draft a revised section on "goals/resource requests" for next meeting.