FOOTHILL COLLEGE

Operations Planning Committee (OPC) Meeting

MINUTES   JANUARY 24, 2011   2:00 – 4:00 P.M.   LOCATION: PRESIDENT'S CONFERENCE ROOM

MEETING CALLED BY	Shirley Treanor
TYPE OF MEETING	Advisory Committee Meeting
NOTE TAKER	Phuong Tran
ATTENDEES	Shirley Treanor, Gigi Gallagher, Elaine Kuo, Pam Wilkes, Kurt Hueg, Jorell Dye, and Phuong Tran

Agenda Topics

MINUTES APPROVAL	SHIRLEY & GROUP

DISCUSSION	

- Minutes for the Jan. 10, 2012 meeting were approved

RESOURCE ALLOCATION FLOW CHART & GUIDING PRICIPLES & RUBRIC	SHIRLEY & GROUP

REVIEW	

- The Guiding Principles and Rubric will be sent out to the OPC members for review and update if necessary before PaRC approves them. However, PaRC has approved the Resource Allocation Flow Chart, which was presented by Elaine Kuo and Darya Gilani at the PaRC meeting. The Resource Allocation Flow Chart was developed by the Integrated Planning Budget Committee - which also reports to PaRC. The IPBC crafted and adapted the governance structure of the flow.

- The Resource Allocation Flow Chart reads as follow:
    - o Orange – Track program review process
    - o Green – How funding the resource requests get started
    - o ! Faculty and staff complete either an annual review or comprehensive Program Reviews every three years, including Student Learning Outcomes Assessments
      ! Deans review & prioritize all resource requests during the division meetings and give the list to VPs to prioritize all requests
      ! VP return to program reviews
      ! OPC & VPs meet
      ! OPC comes up with band priority recommendations to PaRC, and identifies funding sources
      ! PaRC review and approves/disapproves the recommendations and make final resource allocation recommendations
      ! President's decision
    - o The Core Mission Workgroups like Transfer, Basic Skill and Workforce Workgroup have funding from Basic Skills Initiative, Perkins, and their own pot of money. There is a VP sitting on all three of the Core Missions Workgroups as ex-officio. The Core Missions Group's objectives and funding plans are for the year are exam