

FOOTHILL COLLEGE  
 Integrated Planning & Budgeting (IP&B) Task Force  
 Tuesday, September 5, 2017  
 MEETING MINUTES

LOCATION: Room 1901 –President’s Conference Room  
 TIME: 1:00 PM –3:00 PM

ITEM	TOPICS
1	Review Minutes
2	Program Review Timeline
	Faculty Prioritization

ATTENDANCE :

Andrew LaManque, Adrienne Hypolite, Bret Watson, Carolyn Holcroft, Craig Gawlick, Dawn Girardelli, Debbie Lee, Elaine Kuo, Kurt Hueg, Lan Troung, Lisa Ly, Kristy Lisle and Ruby Sodhi.

The following attachments were included with the agenda

1. [Faculty Prioritization from 2012 Gov Handbook](#)
2. [Anthropology Program Review Observations Example V2](#)
3. IPB Proposed Instructional Program Review Template [PDF](#) | [WORD](#)
4. [New Initiative Proposal V4](#)
5. [Program Review Timeline 20167](#)
6. [Program Review FAQs Draft](#)

1) Review minutes

Andrew reviewed the minutes from July 25 and August 29. There were no suggestions for change.

2)

The timeline depicted the current process.





- The importance of being able to make quick decisions (such as a new initiative) in a collaborative way at a time of leaner budget.
- Need more open forums instead of piece of paper to create extra layers of work.

#### Summary

Members agreed this form provides guideline and a forum to work with others to share ideas and gather feedback early in the process of new program development.

Action item: Bring the New Initiative Form to PaRC for discussion.

#### 6) Faculty prioritization

Andrew briefly pointed out that a list of principals for faculty prioritization was already included in the Governance Handbook and since we are reviewing our Governance process and handbook the general consensus was to wait to make any changes for that discussion.

The meeting adjourned at 3:01 pm.