

Foothill College

Integrated Planning & Budget Task Force

Agenda
November 20, 2018
1:00pm-2:00pm

ITEMS	TOPICS
1	Meeting Minutes
2	CTE Program Review Template & Rubric

Members in Attendance: Eric Reed, Debbie Lee, Doreen Finkelstein, Elaine Kuo, Simon Pennington, Kurt Hueg, Valerie Fong, Elias Regalado, Isaac Escoto, Paul Starer, Carolyn Holcroft, Kristy Lisle, Ram Subramaniam, Lan Truong, Lisa Ly, Teresa Ong, Adrienne Hypolite, Bret Watson

1) Meeting Minutes

- [The committee voted and approved the meeting minutes by consensus.](#)

2) CTE Program Review Template & Rubric

- The committee worked on the CTE Program Review Template and Rubric, and made edits.
- The “Re-Accreditation Information” section should hold the college accountable to supporting programs. This section also provides an opportunity for the program to update the committee on any changes that occurred within the accreditation cycle.
- The committee determined there will be no penalty for programs that do not receive commendations from the Advisory Board.
- The following terms will need to be clarified at a later date:
 - Citation
 - Recommendation
 - Regional wage/Living wage
- There was some discussion on the need to provide a baseline and/or comparison group for the average number of students in the

“Program 13.5 Course Completion” section. The baseline will determine the evaluation of this section in the rubric.

- Possible options for the baseline include; the college average, students by declared major, or TOPS Code courses.
- The committee approved the following sections in the CTE Program Review Template and Rubric:
 - Re-Accreditation Information
 - Advisory Board
 - Forecasting Data
- The committee will continue to review the CTE Program Review Template and Rubric, starting with the “Strong Workforce Program Funding” section, at the next IP&B meeting.

For additional information on meeting minutes, please contact Kelaiah Harris at harriskelaiah@fhda.edu.