

# Foothill College

## Integrated Planning & Budget Task Force

Agenda  
September 12, 2018  
9:00am-11:30am

ITEMS	TOPICS
1	Meeting Minutes
2	Next Year Program Review Process
3	Program Review Rubric

**Members in Attendance:** Doreen Finkelstein, Eric Reed, Kristy Lisle, Debbie Lee, Kurt Hueg, Lisa Ly, Elias Regalado, Paul Starer, Isaac Escoto, Kennedy Bui, Rachelle Campbell, Bret Watson

### 1) Meeting Minutes

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

### 2) Next Year Program Review Process

The committee voted on the program review process for next year. The options included:

- a) The college should continue with the current program review process for academic year 18-19. All programs will move forward with the current program review schedule for annuals and comprehensives.

OR

Only programs that received a final ranking of yellow or red on their 17-18 program review are required to complete a comprehensive program review for academic year 18-19. These programs are not targeted for elimination. If program elimination

- is needed, a viability committee must be established and all programs must be reviewed based on criteria agreed upon at the Council.
- The current program review process is inequitable and therefore the program review process, template, and rubric should be revised.
  - The committee voted to suspend the program review process. As a result, no program will complete a program review for academic year 18-19, including programs that received a final ranking of yellow or red. If program elimination is needed, a viability committee must be established and all programs must be reviewed based on criteria agreed upon at the Council. Moving forward this year, the Division Deans will work closely with programs that received a yellow or red. Once the new program review process is approved and implemented, programs that received a yellow and red will complete a program review.
  - The committee also voted to request the Council to charge IP&B Taskforce with continuing its work on the program review template, timeline, and manual.
  - Kristy will report the IP&B committee vote to Thuy. Thuy will bring this discussion to the Council.

### **3) Program Review Rubric**

- The committee reviewed the draft program review rubric and made edits to the “Course Fill Rate” and “Enrollment by Gender” sections.
- The committee voted to approve the “Course Fill Rate” section. Majority of the committee approved the section and one vote abstained.
- The committee voted to approve the “Enrollment by Gender” section. Majority of the committee approved the section and one vote abstained.
- The committee will continue to review the rubric at the next meeting.

For additional information on meeting minutes, please contact Kelaiah Harris at [harriskelaiah@fhda.edu](mailto:harriskelaiah@fhda.edu).