



FOOTHILL COLLEGE
Integrated Planning & Budget Task Force

Agenda
July 23, 2015
1:00am-3:00pm

Members:

Kimberlee Messina, Andrew Lamanque; Carolyn Holcroft; Cara Miyasaki; Simon Pennington; Craig Gawlick; Justin Schultz, Elaine Kuo; Karen Smith; Christine Mangiameli; Victor Tam; Kurt Hueg; Paul Starer; Teresa Ong

- I. Discuss out-of-cycle process for Categorical Funding and/or Grant/Foundation funding**
- II. Review the notes (specifically criteria, processes, and procedures).**

OUT-OF-CYCLE REQUEST – PROCESS

1. Department must make a specific (and timely) request for an out-of-cycle hire and presents data to the Dean. [otherwise goes into the pool as part of the normal hiring cycle].

Data includes:

- a) Accreditation or Regulatory / Safety Requirements
 - b) FT / PT Faculty Ratio
 - c) Sole Full-Time Faculty Member
 - d) Enrollment Trends
 - e) Availability of Qualified Adjuncts (+ Recency of Adjunct Interviews)
 - f) Student Impact & Effect on Ability to Graduate (equity data required...)
 - g) Programmatic Considerations (for AD-Ts, etc.)
 - h) Number of Students Served?
 - i) Reflection on Institutional Priorities (FTES, Online, Equity, EMP)
 - j) Consideration of the 50% Law
2. Dean forwards the request along with their recommendation (Y/N) to the area Vice President.
 3. Vice President forwards completed request with all recommendations to PaRC.
 4. Department faculty (requestors) are invited to attend and advocate for their request at PaRC.
 5. PaRC makes final recommendations to the College President.
 6. College President can accept/reject recommendation (if rejected, must provide rationale for rejection of the recommendation).

III. Discuss changes to Program Review Committee (PRC) charge.

- a. Whether PRC should be able to report themes / observations occurring across PRs,
- b. the ability to make college-wide recommendations to improve college effectiveness,
- c. to point out duplication of resources / services between programs.

IV. AUO process

V. Plan next meeting's agenda

Future meetings:

August 6, August 20, September 2, September 9