PURPOSE:Participatory Governance Leaders MeetingLOCATION:Administration Building / Room 1901 / President's Conference RoomTIME:1:30 – 3:00PM / First and Third Wednesdays

ITEMS	TIME	TOPICS	LEADERS	EXPECTED OUTCOME
1	1:30-1:32	Welcome	Judy Miner	
2	1:32-1:35	Approval of Minutes March 19, 2014	Judy Miner	Action
3	1:35-2:05	Faculty & Staff Request Presentation	Kimberlee Messina/John Mummert/Bernata Slater/ Denise Swett	Information
4	2:05-2:20			

Notes:

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April 18 – Student Equity Professional Development Day May 9 – Foothill & Central Services Classified Senate Professional Flex Day June 19 – End of Year Celebration

ATTACHMENTS:

Item 2: Draft Minutes of March 19, 2014 Meeting Item 3a: VP Prioritization – Full-Time & Part-Time Faculty Item 3b: VP Prioritization – Full-Time & Part-Time Staff Item 3c: President's Prioritization – Full-Time & Part-Time Staff

programs. Potentially, local industrial design undergraduate students could attend Foothill courses for their lower division credits, thereby increasing enrollment and productivity in the Studio Art Department. The ninth priority was a request for a public services librarian. Messina commented that the vice presidents support this position initially; however, with budget constrains alongside the Library's construction, the position might not be necessary at this time. Heiser wanted to know more about the duties of a public services librarian. Starer explained that this position would work in circulation with partial responsibilities as an instructional services librarian. The tenth priority was the request for an economics instructor. Messina again commented that economics was a high-demand, general education area.

John Mummert presented the Kinesiology & Athletics Division's request for a football coach as the eleventh priority. Mummert commented that this request touched on equity, as this position directly served student-athletes, many of which represented minority populations. The next priority, Messina announced, was for a general counselor for the purposes of providing support for Student Success and Support Program (3SP). Messina stated that priority thirteen was a duplicate request for an eleven-month librarian, which should be removed. Continuing with the fourteenth priority, the request for a chemistry instructor, Messina noted that the vice presidents would have ranked this request higher, had they known that it was still vacant. The district approved the chemistry position at the beginning of this academic year. Peter Murray commented that the chemistry hiring committee did complete a round of interviews over the Winter Quarter, but did

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however, the state will now only allocate funds for specific activities. In addition, Slater mentioned, the state required that the college match each 3SP dollar spent with three general fund dollars. Slater provided a simplified example, stating that if the campus hired one counselor using 3SP funding, the campus would then also have to fund three counselor positions using general funds. Slater went on to comment that 3SP has many unknowns and that the college was doing the most to capture the funding, but would only do so responsibly. Starer noted that the Student Equity Workgroup would like to help develop a 3SP crosswalk in the future.

Elaine K uo then asked for clarification on what exactly PaRC was required to rank on the Prioritization Survey. Miner stated that PaRC should review the vice presidents' prioritization presentation materials and rank their top ten faculty priorities and the top three staff priorities. Heiser noted that she would assume I on Gregorio's vote. Heiser then asked when PaRC would vote. K uo stated that the Prioritization Survey would open at the May 7 PaRC meeting. The results would be presented at the May 21 PaRC meeting.

Miner quickly commented on the President's Prioritization – Reassign Time, noting that the reassign time for the tenure review coordinator had already been approved. The increase in the amount of reassign time for this position was justified as the coordinator now oversaw more faculty during the tenure process. Messina added that the college had an understanding with the Faculty Association, which allowed this position to evolve with respect to the workload.

4. Program Review Committee Recommendations – 1st Read

Mummert presented the Program Review Committee Recommendations to PaRC, commenting that the program review process was much stronger this year and also that the process was still under review. PRC completed twenty-seven program reviews and assigned each program a green, yellow, or red rating. Mummert noted that the rubric, which was approved in the fall, underwent additional changes after some program had written their reviews. PRC was aware of this fact during the review process. This year PRC gave a yellow rating to seven programs. Mummert mentioned that of the seven yellow ratings, Spanish was the biggest concern for PRC due to the program's consistent decline in enrollment. Mummert reported that the Program Review Committee Recommendations would appear on the May 21 PaRC agenda as a second read for approval.

Mummert then noted that this year's process might have been too comprehensive. PRC did its best to adhere to the established deadlines, but the workload was immense. Messina commented on PRC's process for addressing a program's proficiency; asking if a program's enrollment continues to decline, what more can PRC do than to comment on the decline and review the program in the next academic year? Mummert responded by stating that PRC would need to consult PaRC on the reach of PRC, in terms of disciplinary authority. K uo said that PRC could comment on program remediation. Miner noted that PRC's color rating system ensures that program eliminations would not come as a surprise to the campus. Starer commented on the Spanish program's yellow designation, stating that the division was aware of the program's situation. Starter continued on to note that there were process issues for a yellow designation, in that, once a program was assigned a yellow rating, the next steps for the program were unclear.

Messina then encouraged PaRC to review the program remediation process. Messina stated that once a program was identified as having a yellow rating, the dean and faculty should collaborate to address program issues or decide on program discontinuance. The program should be reviewed again in the following academic year; if the program received a red designation, the program should then be permanently reduced or discontinued. Messina noted that the campus should also understand why at program received a yellow rating. In

learning outcome (SLO). Chris White echoed Starer and Messina's concerns for a yellow designation process. White reported that the remediation plan had not been solidified by PRC. Miner added that in the case of the overarching processes of instructional programs, remediation plans should look to establishing a three-year timeline. Kuo affirmed that remediation plans should be published by June 18.

Sam Connell represented the Anthropology Department, which received a yellow rating on their program review. Connell commented that the program was working to improve their review by connecting their outcomes to the college mission statement and also by provide better metrics. Craig Galwick reported that PRC process findings would be brought to Integrated Planning and Budget Committee (IP&B) over the summer so that the PRC process could be reviewed and improved. Bernie Day commented that instructional faculty might not be aware of the resources available for program review support. Miner then asked Starer, as a dean of a yellow designated program, if he felt that he was aware of the program review resources. Starer replied that the challenge for him was not a lack of resources, but the collaboration between faculty and administration during the program review process. The deans could always make recommendations, Starer noted, but ultimately it was responsibility of the faculty to act upon the recommendations. Messina concurred with Starer's statement and commented that faculty should be charged with meeting established benchmark requirements.

5. PSME Emergency Hire – Math Faculty Position

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Murray presented the PSME Emergency Hire request to PaRC. With the recent passing of a full-time math faculty member and an increase in enrollment