

Participatory Governance Leaders Meeting

Item 6e: Comprehensive Program Review Template – Student Services
Item 6f: Comprehensive Program Review Template – Instructional
Item 7a: Program Review Timeline
Item 7b: PRC Proposed Membership
Item 8: Accreditation Midterm Report
Item 9: 3SP Plan
Item 10: Equity Executive Summary & Report
Item 12a: Core Mission Workgroup Objectives for 2014-15 Template
Item 12b: Core Mission Workgroup Reflections for 2014-15 Template

Meeting began at 1:30PM.

PaRC Members Present:

Al Guzman, April Henderson, Ava Gerami, Behrouz Amirbadvy, Bernata Slater, Bernie Day, Carolyn Holcroft, Charlie McKellar, Evelyn Chun, Hilda Fernandez, Josh Rosales, Judy Miner, Karen Smith, Kurt Hueg, Meredith Heiser, Paul Starer, Robert Cormia, Roberto Sias, Sarah Munoz, Teresa Ong, Victor Tam

PaRC Ex-Officio Members Present:

Andrew Hanstein, Andrew LaManque, Craig Gawlick, Denise Swett, Elaine Kuo, John Mummert, Kimberlee Messina, Nanette Solvason

Guests:

Brenda Davis Visas, San Lu, Thom Shepard

1. Welcome Back! (Confirm Members)

President Judy Miner welcomed everyone to the first PaRC meeting of the year. Members were confirmed.

2. Approval of Minutes: June 19, 2014

June 19, 2014 Minutes approved by consensus.

3. Approve PaRC Calendar (6 Year Cycle)

PaRC Calendar (6 Year Cycle) approved by consensus.

4. Review & Approve PaRC Annual Planning Calendar 2014-15

PaRC Annual Planning Calendar 2014-15 approved by consensus.

5. President's Update: FTEF, Resource Allocation Spreadsheet

Miner provided an update on the full time equivalent faculty (FTEF) and resource allocation. Operations & Planning Committee (OPC) Administrative Chair Bernata Slater commented that allocations have been made and that restrictive funds were used first. Slater stated that budget updates will be provided and requests will be fulfilled as funding became available. Miner reviewed the FTEF and the historic hiring patterns. Miner then announced that six positions would be requested from the district. Miner noted that the district was already expecting the college to pay back a few vacant positions due to new hires. Miner stated that the argument moving forward would be to advance established programs; in addition, the new hires have been placed in areas with consistent high enrollment growth. The top six faculty position areas were: Art History, Philosophy, Business, Computer Science, English Generalist, Economics, DRC/Veteran Counselor, Art

Studio Art, Economics, and Counselor. Miner noted that the Librarian position contract increase from ten to eleven months had already been addressed.

Workforce and Institutional Advancement John Mummert noted that Dean of Middlefield & FHDA Ed Center Dawn Giradelli's appointment to PRC was not yet confirmed. Institutional Researcher Elaine Kuo then presented PRC's 2014-15 Timeline.

Kuo commented that another timeline draft would be available, which would then be posted on both the PaRC and PRC websites. Heiser asked when the data for the templates would be available and suggested that the date be included in the timeline document. Kuo responded that an update on data availability would be given at the October 15 PaRC meeting, so to align with the approval of the Program Review Templates.

8. Accreditation Update – Midterm Report due October 2014

LaManque gave an accreditation update and reported no major changes since last spring. LaManque informed PaRC that the Accreditation Midterm Report would be presented at the October 6 Board of Trustees Meeting. LaManque noted that the next self-study would have new standards to follow. The Accreditation Midterm Report was approved by consensus.

9. 3SP Plan Update

Associate Vice President of Student Services Lauren Balducci presented the Student Success & Support Program (3SP) Plan and announced that the report was due to the State by mid-

Miner stated that the 2015-16 allocation should follow the processes of OPC. Slater then noted that the funding process would follow MIS reporting, so there would be limited flexibility. Miner asked for clarification regarding the local control of spending with comparison to

Dean of Biological and Health Sciences Nanette Solvason stated that Program Review templates should have an equity prompt that stated what the division/department would do to increase the course success by three percentage points. LaManque replied that the Annual Program Review Template included such a prompt in Section 2: Student Equity. Starer again encouraged the campus to discuss program review with focus on equity. Slater suggested that the OPC Rubric incorporate student equity efforts as well.