



## Putting Access Into Action

### Minutes

**Date: May 11, 2010      Time: 1:30 p.m.**  
**Location: Biology Conference Room 5212**

Attending: Bernie Day, Richard Galope, Don MacNeil, Tessa Morris, Paul Starer, Nhung Tran & Chris White

### Summary

Item	Notes
Agenda	Review survey results of resources requests Rank resource requests Discuss recommendations to help improve SIP process for next year.
Goals	Rank resource requests & turn them in by this Friday, May 14 Provide recommendations for SIP improvement to the Office of Instruction
Next Meeting	Tuesday, 5/25, 2010 1:30-3:00 in room 5212

### Discussion Detail

#### Resource Requests Review

- Discussed survey results for resource prioritization.
- Completed final resource request form. Will be sent to the Office of Instruction by May 14, 2010.

#### Discussion for SIP improvement

- Chris White has been invited to participate in a task force to help the Office of Instruction improve the Integrated Planning and Budget Structure at Foothill. The main item on this agenda will be to review the survey that the Office of Instruction will give to PaRC on the 19th to assess the past year's decision making process. She was asked to bring any feedback and ideas for improvement from her SIP to this meeting.
- Suggestions:
  - When developing the calendar for next year, look ahead to next June and work backwards to give the SIPs and PaRC enough time to have

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adequate and meaningful conversation about any requests, policies with which they are presented.

- For prioritizing requests, a distinction needs to be drawn between requests, which really are at the discretion of the governing body, and those requests that are necessary for doing business. For example, requests by bio health programs for specific equipment, which is necessary for their accreditation. For requests that are designated as mandatory, the requesting program needs to show clear evidence that their request is necessary for doing business.
- SIPs need to become more than a resource prioritization body.
- There needs to be clarification on the purpose of the SIPs & PaRC.
  - There is a disconnect between SIPS and the mission of the College. Which drives which?
  - There is a disconnect between the SIPs commitments to action and the resource requests. Which drives which?
- Several members discussed what they envisioned as being part of this SIP would look like vs. the reality. They had thought they would be part of a process that would allow them to take what the College community had envisioned when developing the mission of these SIPs and drive change through there, not by prioritizing resource requests.
  - At the start of the year, prioritize two (2) initiatives that are connected to the SIP to help drive resource requests.
    - Example: Taking a look at the achievement gap and comparing it against the SIPs mission and determining what the SIP can recommend to PaRC and how we can do to allocate resources to help improve it.