

Planning and Resource Committee (PaRC)  
Restructure  
September 8, 2010

***Core Mission Work Groups***

- The membership of the Core Mission Work Groups
  - Vice President (Rose Myers, Transfer, Eloise Orrell, Basic Skills, Richard Galope, Workforce)
  - 1-2 Dean(s) related field
  - 3-5 Faculty from related fields/appointed by the Academic Senate
  - 2-3 Student Services/Classified staff/appointed by the Classified Senate
  - The ideal committee member has experience or expertise in or with Core Mission.
  
- Core Mission Work Group's purpose and charges
  - To evaluate the effectiveness of the Core Mission.
    - Referencing Educational and Strategic Master Plan
    - Referencing research and identifying research needs.
  - To develop short and long-term goals to strengthen the Core Mission.
  - Align the goals to the Strategic Initiatives.
  - Identify common goals among the Core Missions
  - Meet on monthly basis.

***Core Mission Work Group's Planning Process***

- During the fall quarter Core Mission work groups develop their plans and goals for the year. The plans and goals will be placed in alignment with the Strategic Initiatives.
  
- Work group members present the Core Mission Work Group plans and goals to PaRC.
  
- With the direction of the President, PaRC determines Core Mission goals of the highest priority to the college.
  
- The core mission work groups meet on a monthly basis to handle their day-to-day business and to determine what steps to take to meet their goals, both long and short term.
  
- At the end of each quarter the Core Mission Work Group's update PaRC on the progress toward their long-term goals. This information feeds directly into the ESMP.

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***Operations Planning Committee and Resource Allocation Process***

- In the fall, The OPC meets and develops the resource request forms and instructions for 2011-2012. **They may decide to create separate forms for Perkins funding and Facilities.**
- All divisions and departments, instructional and student services, submit their requests to the OPC
- Divisions and Departments may bring their requests to a Core Mission Work Groups first to gain more information or support. This may also reduce any duplicate requests (for example, a request from the Transfer Center for more staff, and a request from the Core Mission Transfer Committee for the same staff).
- Core Mission Work Groups may submit their own requests to OPC.
- The OPC will review all requests for the following Academic Year in the current Winter Quarter, and provide recommendations to PaRC in the Spring.