



Board of Trustees Joan Barram · Betsy Bechtel · Laura Casas · Pearl Cheng · Bruce Swenson · Arjun Gadkari · Alexander Park

## Board meeting of Oct. 5, 2015

### SOME HEADLINES

#### Trustees approved or considered:

- Contracts for college website redesigns
- Student Success & Support Program plans
- New district offices & boardroom designs
- New hires and appointments

#### Agenda & backup material: <http://www.boarddocs.com/ca/fhda/Board.nsf/Public>

To access supporting documents for items on the agenda, visit the BoardDocs website using the link above. Under the Meetings tab, click on the meeting of Oct. 5, 2015, and then click on "View the Agenda." Supporting documents are included as attachments to the items.

### INFORMATION & ACTION ITEMS

#### Approved international travel

In keeping with district policy, the chancellor reported to the board on international travel approved in advance for the following faculty and staff: at Foothill, anthropology instructor **Ana Gonzalez**, for travel to Ireland for the college's summer anthropology program; veterinary technology instructor **Lisa Eshman**, for travel to Niagara Falls, Canada, for a meeting of the Association of Veterinary Technology Educators; **Mark Anderson**, dean of Fine Arts, Kinesiology & Communication, for travel to Florence, Italy, for monitoring of Campus Abroad Program facilities; dental hygiene instructor **Phyllis Spragge**, for travel to Vietnam to supervise students providing dental care to children in orphanages; and at De Anza, **Christina Espinosa-Pieb**, vice president of instruction, for travel to Toronto, Canada, for a board meeting of the League for Innovation in the Community College. Board President **Pearl Cheng** approved international travel in advance for Chancellor **Judy Miner** to the League for Innovation board meeting in Toronto.

#### College website redesigns

Trustees approved two separate contracts recommended by the Foothill and De Anza college marketing/communications offices for redesign of the college websites. After separately evaluating responses to a joint RFP, the colleges independently selected VisionPoint Marketing for the web redesigns. The services, at a cost of \$152,904 for each college, will be funded from district enrollment stimulus funds, marketing/communications budgets, and college funds. The college websites are considered essential to marketing, recruitment and community relations.

## **Student Success & Support Program plans**

The board accepted Student Success and Support Program plans prepared by the colleges for submission to the state Chancellor's Office. Described by the chancellor as among the colleges' most important planning documents, the plan for Foothill was presented by Interim President **Kimberlee Messina**, Vice President of Student Services **Denise Swett** and Academic Senate President **Carolyn Holcroft**, and the plan for De Anza was presented by President **Brian Murphy** and the co-chairs of a joint SSSP & equity advisory committee, Associate Vice President of Student Services **Rob Mieso** and Associate Vice President of Instruction **Rowena Tomaneng**.

Vice President Swett reported that Foothill is one of 23 among 113 community colleges in California that spent all its SSSP money in the first year and had hired many additional counselors and other student support staff. She said Foothill's SSSP plan builds on proven strategies such as summer accelerated career academies and the college's SOAR program for early student orientation, assessment & registration at workshops, while also adding new services such as an online orientation program, reopening the career center with a 24/7 virtual career center as a complement, and establishing stronger connections with K-12 schools. Among other student success strategies mentioned in Foothill's plan are summer math and English bridge programs to help students prepare for college work; more intrusive counseling, such as an early-alert counseling program for students who aren't succeeding; and offering counseling services in multiple ways including group counseling, via email and Skype, by telephone and in classes.

Senate President Holcroft spoke about the Academic Senate's collaboration in the planning process and how it has increased understanding of the faculty's role in student success and support efforts.

President Murphy also described De Anza's plan as a partnership between student services and instruction. De Anza has been deeply engaged in supporting student success and equity for some time, he said, "but now we can do more because we can hire more." He said the college will monitor which interventions are most successful and cited the contributions of students – in learning communities, as peer mentors and tutors – as essential in helping the college close the equity gap.

Responding to comments by Trustee **Laura Casas**, Associate Vice President Mieso spoke about the college's ongoing collaborations with 36 area high schools. He said these outreach efforts include assessing more than 1,200 high school students and bringing more than 1,000 high school students to the campus in the past year. De Anza's plan outlines additional initiatives such as increasing communication with students earlier in the year; launching a new online orientation program; doing more assessment in the high schools; and employing a variety of new approaches to make it easier for students to connect with counselors and advisors.

In response to a question from Trustee **Betsy Bechtel** about how the district would fund personnel if SSSP and equity funding were cut, Vice Chancellor **Kevin McElroy** said that districts have been advised to treat the money as part of ongoing apportionment funding. At the same time, he acknowledged that the district's fortunes are tied to the health of the California economy. Chancellor Judy Miner said this underscores the importance of the district developing other funding sources that make it less reliant on the state. Board President **Pearl Cheng** and Trustee **Joan Barram** congratulated the colleges on the excellent planning reflected in the reports. Trustee Barram said the board is always pleased to see coordination between the colleges.

## **Reduction in classified service**

The board approved elimination of two vacant classified positions at Foothill College, financial aid coordinator and laboratory technician. Chancellor **Judy Miner** said the positions were eliminated as part of reorganization and that there will be other classified positions that do different, more essential work at the college.

## **Design for district offices & boardroom**

Trustees took part in lengthy review and discussion before giving thumbs up to a conceptual design by Ratcliff Architects for a new district office building and adjacent boardroom planned for construction on Lot 7 at Foothill College. Most of the discussion focused on the boardroom, which will include outdoor space for events supported by a restroom and small kitchenette, a rear projection system that will allow visibility of presentations in daylight, flexible seating arrangements for multiple uses, a conference room, and storage.

After an audio-visual engineer described the technology being planned, Trustee **Betsy Betchel** asked whether a rear-screen projection system might soon become obsolete. Trustee **Bruce Swenson** added that trustees don't want a system that is so complex the board needs to hire a technician to operate it.

Responding to a question from De Anza Student Trustee **Arjun Gadkari** about sustainability, architect **Bill Blessing** said the office building is designed in such a way that its roof could accommodate solar panels in the future, but added that it's generally more efficient to put panels on parking lots than on buildings. Vice Chancellor of Business Services **Kevin McElroy** said the project will be highly efficient and built to Leadership in Energy & Environmental Design (LEED) standards, but said the district will not pursue LEED certification because of the additional costs. Responding to a question from Trustee **Laura Casas**, Mr. Blessing said the building would not be at risk even in the event of worst-case flooding from Adobe Creek.

## **Construction at De Anza library**

The board approved spending \$45,000 to cover the costs of additional services by Noll & Tam Architects during an extended construction period for the De Anza library renovation, increasing total compensation to the firm to just over \$1 million. The extension is a result of unforeseen conditions in the building, said district Executive Director of Facilities and Operations **Steve Kitchen**, who said the project should be wrapped up by the end of the year. Responding to a question from De Anza Student Trustee **Arjun Gadkari**, De Anza Associate Vice President of College Operations **Donna Jones-Dulin** said the college expects to be able to move back into the building as soon as the end of this month, and no later than the end of November.

# **HUMAN RESOURCES REPORT**

## **Administrative positions**

Trustees ratified the appointment of **Teresa Ong** as acting dean of the Division of Business & Social Sciences at Foothill through March 31, 2016, and approved the resignation and faculty reassignment of **Mark Anderson**, dean of the Division of Fine Arts, Kinesiology & Communication at Foothill, effective June 30, 2016.

## **Faculty employment**

Trustees ratified employment at Foothill of **Beth Beiers** as an instructor in the Disability Resource Center, effective Sept. 21, and **Alexis Donato** as a counselor, effective Oct. 1.

## **Classified employment**

Trustees ratified classified employment for the following individuals: at Foothill, **Claudia Flores** as administrative assistant II in Biological & Health Sciences, effective Oct. 1, and **Katherine Fortune** as office coordinator in Student Affairs & Activities, effective Sept. 17; at De Anza, **Heidi King** as technology training specialist, effective Oct. 1; and in Central Services, **So-Fan (Sally) Tong** as senior accounting technician, effective Sept. 23.

## **New classified position**

Trustees approved a new classified position at Foothill, program coordinator II in Enrollment Services.

## **REPORTS & HEARINGS OF ITEMS NOT ON THE AGENDA**

*(Board members cannot discuss items that are not placed in advance on the agenda.)*

### **Public comments**

Palo Alto resident **Ken Horowitz**, a recently retired Foothill College dental hygiene instructor, expressed appreciation for interim Foothill President **Kimberlee Messina** and other members of the college's administrative team. He once again described his concerns about the district moving forward with building new district offices and urged the board to hire more full-time faculty as a way to close the achievement gap.

### **Staff comments**

Association of Classified Employees President **Blanche Monary** reported that the election of new officers for 2015-16 was underway and expressed appreciation for ACE's new office space on the first floor of the Annex, below the Faculty Association offices.

### **Presidents' comments**

De Anza President **Brian Murphy** reported that the college expects strong attendance at an Oct. 6 event at the Visual & Performing Arts Center featuring a panel discussion of research studies on income inequality in the Bay Area by Joint Venture Silicon Valley's Institute for Regional Studies.

Foothill Interim President **Kimberlee Messina** reported that **Teresa Ong**, acting dean of Business & Social Sciences, and the Foothill-De Anza Foundation's **Laura Woodworth** are working with the Rotary Club of Los Altos on design and construction of a veterans plaza outside the Veterans Resource Center. The Rotary Club is the project's largest donor.

### **Chancellor's comments**

Chancellor **Judy Miner** reported that the district has selected Community College Search Services and Dr. **Fran White** to lead recruitment of Foothill's next president. An open forum is scheduled for Oct. 28 from 12:15 to 1:45 p.m. to gather thoughts from the campus community about the challenges and opportunities awaiting the new president and what attributes, background and experiences are needed for success in the position. Those who cannot attend can comment via an electronic survey. The chancellor and Foothill Student Trustee **Alexander Park** requested a moment of silence and adjournment in memory of those who lost their lives at Umpqua Community College.

## **Board comments**

De Anza Student Trustee **Arjun Gadkari** reported on recent and upcoming activities of the De Anza Associated Student Body, including participation in Welcome Week activities, Club Day and discussion of the Flint Center garage.

Foothill Student Trustee **Alexander Park** reported on recent and upcoming campus activities including new student orientation, Welcome Week, Club Day and Political Awareness Day featuring a visit from Assembly member **Rich Gordon**. Student Trustee Park proudly announced that Foothill student **Dahlia Salem** has been elected president of Student Senate for California Community Colleges. He said he and several other Foothill and De Anza students, along with Foothill faculty member **Bob Cormia**, had attended a climate change rally at Stanford where former vice president **Al Gore** gave the closing address. He also reported on attending the Santa Clara County League of Conservation Awards dinner.

Trustee **Bruce Swenson** reported that a friend on the board of Eastside College Preparatory Academy had shared with him the very positive experience of more than 70 students from the school who enrolled in STEM Summer Camp programs at Foothill.

Trustee **Joan Barram** reported on attending the program A Look at Learning at the Krause Center for Innovation with Trustee **Laura Casas**, where they heard from KCI alumni about how they're using newly gained technology skills to engage students. Trustee Casas noted that Foothill-De Anza Foundation board members visited De Anza's EOPS program as part of a tour organized by the foundation's **Dennis Cima** and identified book vouchers among likely areas for fundraising.

## **NEXT MEETING**

The next regularly scheduled meeting of the Board of Trustees is Monday, Nov. 2, at 6 p.m. in the Toyon Room in the Campus Center at Foothill College. The Toyon Room is the board's temporary meeting location until further notice.

**Agenda:** <http://www.boarddocs.com/ca/fhda/Board.nsf/Public>

Agendas generally are posted 72 hours in advance. Please check the agenda to verify the time and location of the meeting.

## **BOARD HIGHLIGHTS**

*Board Highlights* is intended to communicate board meeting news to faculty and staff across the district. These are not the official minutes. Please contact Becky Bartindale at [bartindalebecky@fhda.edu](mailto:bartindalebecky@fhda.edu) or (650) 949-6107 with comments or questions about *Board Highlights*.

**Minutes:** <http://www.boarddocs.com/ca/fhda/Board.nsf/Public>

Find approved minutes by meeting date under the "Meetings" tab. Minutes are typically approved at the next board meeting. For questions about minutes, please contact Paula Norsell, assistant to the chancellor, at (650) 949-6106 or [norsellpaula@fhda.edu](mailto:norsellpaula@fhda.edu).