



Chancellor's Advisory Council Meeting Agenda – November 13, 2015

Foothill College
Toyon Room (Room 2020)
2:30 p.m.

AGENDA TOPIC	PURPOSE	DISCUSSION LEADER
I. Welcome	I	Judy Miner
II. Approval of 10/16/15 meeting summary (<i>Attachment</i>)	A	Judy Miner
III. District mission statement review (<i>Shared through Office 365</i>)	D	David Ulate
IV. New direction for Academic and Professional Matters Committee	I	Judy Miner/Mayra Cruz
V. Discussion of hiring processes	I	Dorene Novotny
IV. Other information and updates	I	All



CHANCELLOR'S ADVISORY COUNCIL
Meeting Summary
October 16, 2015

Present: Judy Miner, Becky Bartindale, Randy Bryant, Leo Contreras, Mayra Cruz, Rich Hansen, Carolyn Holcroft, Breeze Wen Liu, Lisa Markus, Lorna Maynard, Kevin McElroy, Kimberlee Messina, Blanche Monary, Marco Monroy, Joe Moreau, Dorene Novotny, Jose Rueda, Karen Smith, David Ulate, Lindsay West

I. Welcome

Chancellor Miner welcomed council members and self-introductions were given.

II. Approval of May 22, 2015, Meeting Summary

The May 22, 2015, meeting summary was approved without changes.

III. Review of Charge, Purpose and Ground Rules

The Chancellor's Advisory Council (CAC) charge, purpose, and ground rules were reviewed and reaffirmed by consensus with a change to reflect revisions made to the district mission statement adopted July 13, 2015.

IV. District Mission Statement and Educational Master Plan Timeline and Process

David distributed and discussed the timeline for review and revision of the district's mission statement and strategic plan. He explained that the CAC will review applicable Accrediting Commission for Community and Junior Colleges (ACCJC) standards and discuss possible changes to the district mission statement at the next meeting. Following that discussion, a subcommittee will work on a draft of the statement and provide periodic reports to the council, feedback will be sought from the colleges, and the revised statement will be presented to the Board of Trustees for adoption by June 2016.

In terms of the district strategic plan, David advised that the CAC will be asked to review the colleges' Educational Master Plans, the previous district plan, ACCJC standards, and other requirements in order to create an outline of the general sections and goals to be included in the plan. A subcommittee will draft a narrative outline, solicit input from the colleges, edit and revise the document, have the colleges provide a final review, and present to the Board of Trustees for information in November and adoption in December 2016. The subcommittee will provide progress reports to CAC and seek the council's feedback and approval of the plan. David noted that the timeline allows the plan to be in place a full year before the next accreditation visit, which should provide enough time for initial assessment.

Carolyn commented that it would be important to have a polished plan available by early October to allow shared governance groups enough time for review.

In response to Mayra’s questions, Judy explained that the district plan will pull from the areas of alignment in the college plans and that constituencies will appoint subcommittee members. David added that overlap in the colleges’ plans points to a district priority, but there may be some things that are important only from a district perspective.

Lisa asked if town halls would be held at the colleges, and Judy responded that input would be collected both in person through town halls and online through a website that will also allow progress to be tracked. Judy added that it is also important to give the electorate the opportunity to comment and be included in the conversation.

VI. Foothill College President Search Update

Judy advised council members that an open forum to gather input regarding desirable attributes of the next Foothill College president as well as challenges and opportunities facing the successful candidate is scheduled on October 28 from 12:15-1:45 p.m. in the Toyon Room. She noted that those unable to attend the forum in person would have the opportunity to contribute input online.

Judy announced the following appointments to the search committee:

<u>Constituency</u>	<u>Name</u>	<u>Title</u>
Community	Don Aoki	President, Foothill-De Anza Foundation Board of Directors
Administrators	Andrea Hanstein	Director, Marketing & Public Relations
	Bernata Slater	Vice President, Financial & Administrative Services
	Nanette Solvason	Dean, Biological & Health Sciences
	Lan Truong	Dean, Counseling
	Laura Woodworth	Director of Development, Foothill-De Anza Foundation
Faculty	Isaac Escoto	Counselor
	Nicole Gray	Mathematics instructor
	Carolyn Holcroft	Biology instructor
	Kathy Perino	Mathematics instructor
Classified	Art Hand	Senior Library Technician
	Roberto Sias	Bookstore Courseware Coordinator
	Karen Smith	Senior Library Technician
	Kamara Tramble	Accountant, Student Activities
Students	Alexander Park	Foothill College Student Trustee
	Casper Koopman	Associated Students of Foothill College
EEO	Christina Espinosa-Pieb	Vice President, Instruction, De Anza College
Ex-officio	Becky Bartindale	Search Liaison
Ex-officio	Dr. Fran White	CCSS Search Consultant

Breeze advised that there were four students who expressed interest in serving on the committee and asked if it would be possible to add two more student representatives. Judy responded that the consultants interviewed for the search felt that the committee was too large as is, but students would have plenty of other opportunities to provide input and participate in the process.

Judy noted that the search website should be operational by November 16.

VI. Other Information and Updates

Judy announced that the district is preparing a self-study report as part of the League for Innovation in the Community College reaffirmation process, which is required any time the district CEO changes. She advised that Becky Bartindale and Paula Norsell are compiling the report and that the League Board will vote on the district's report at the March 2016 meeting and conduct a site visit in the spring.

Dorene advised that a joint meeting of the Human Resources Advisory and District Diversity and Equity Advisory committees is planned for November. She commented that Human Resources recently held training sessions on Family Educational Rights and Privacy Act (FERPA) issues and employee accommodations and is planning an upcoming training regarding student disability issues.

Lindsay reported that Francis Varela-Ramirez has moved from the Foothill-De Anza Foundation to a position in Foothill College's Counseling Department.

Mayra provided information regarding De Anza College Academic Senate activities, including discussion of textbook costs and open education resources, feedback on the Student Success and Support Program Plan, and review of the Equity Plan. She noted that the college senates are in the process of reviewing the District Academic Senate description and that she hopes to hold a short organizational meeting soon. Mayra also reported that the California Community Colleges Chancellor's Office asked her to be part of an upcoming webinar on faculty diversity.

Breeze announced that Foothill College student Dahlia Salem has been elected president of the Student Senate for California Community Colleges and the United Nations Club found success at recent conferences that included competitors from Harvard and Yale universities. She stated that the Associated Students of Foothill College (ASFC) is working to promote scholarship opportunities and proposing official recognition of transfer students at commencement.

Marco reported that the De Anza Associated Student Body found that attendance improved when the Meet Your Senator Day was changed to Coffee with Your Senator Day. He stated that students are looking into changing general elections from spring to winter so there would be more time to help senators and officers transition into new positions. Additionally, he noted that during the winter quarter, students will be voting on whether or not to implement a student representation fee.

Karen invited those present to attend the upcoming Professional Development Day on student success, which included Thomas Brown as keynote speaker.

Leo announced plans to retire at the end of next year, stated that he is working to train a group of employees for leadership roles in the union, and reported that he has been appointed as the community college representative to the California School Employees Association Research/Negotiations Committee.

Lisa commented that the Faculty Association's executive council voted to endorse the recommendations of the Task Force on Accreditation.

Blanche reported that members of the Association of Classified Employees ratified the new contract, and the union is in the middle of elections and has moved into a new office downstairs from the Faculty Association.

Kimberlee provided positive feedback regarding ASFC's Political Awareness Day, which featured Assemblymember Rich Gordon.

Joe reported that the first Educational Technology Advisory Committee meeting of the year was well attended and that the committee will be working on revising the district level Technology Master Plan this year. He advised that Educational Technology Services has planned town hall meetings regarding the telephone system replacement project and will record one of the meetings for viewing on the district YouTube channel.

Addition of Human Resources and Business Services Representatives to Educational Technology Advisory Committee

Joe asked the council's approval of a recommendation from the Educational Technology Advisory Committee to include representatives from Human Resources and Business Services on the committee. The council approved the additional representatives by consensus.

The meeting was adjourned at 2:57 p.m.

Draft

Mission Statement Policy Ba

ACCJC Eligibility Requirement 6:

6. Mission The institution's educational mission is clearly defined, adopted, and published by its governing board consistent with its legal authorization, and is appropriate to a degree granting institution of higher education and the constituency it seeks to serve. The mission statement defines institutional commitment to student learning and achievement. (Standard I.A.1 and I.A.4)

ACCJC Standard I.A.1:

The mission describes the institution's broad educational purposes, its intended student population, the types of degrees and other credentials it offers, and its commitment to student learning and student achievement. (ER 6)

ACCJC Standard I.A.4:

The institution articulates its mission in a widely published statement approved by the governing board. The mission statement is periodically reviewed and updated as necessary. (ER 6)

CA Ed Code:

66010.4. The missions and functions of California's public and independent segments, and their respective institutions of higher education shall be differentiated as follows:

(a) (1) The California Community Colleges shall, as a primary mission, offer academic and vocational instruction at the lower division level for both younger and older students, including those persons returning to school. Public community colleges shall offer instruction through but not beyond the second year of college. These institutions may grant the associate in arts and the associate in science degree.

(2) In addition to the primary mission of academic and vocational instruction, the community colleges shall offer instruction and courses to achieve all of the following:

(A) The provision of remedial instruction for those in need of it and, in conjunction with the school districts, instruction in English as a second language, adult noncredit instruction, and support services which help students succeed at the postsecondary level are reaffirmed and supported as essential and important functions of the community colleges.

(B) The provision of adult noncredit education curricula in areas defined as being in the state's interest is an essential and important function of the community colleges.

(C) The provision of community services courses and programs is an authorized function of the community colleges so long as their provision is compatible with an institution's ability to meet its obligations in its primary missions.

(3) A primary mission of the California Community Colleges is to advance California's economic growth and global competitiveness through education, training, and services that contribute to continuous work force improvement.

78042. (a) A district shall seek approval to offer a baccalaureate degree program through the appropriate accreditation body. (b) When seeking approval from the Board of Governors of the California Community Colleges, a district shall maintain the primary mission of the California Community Colleges specified in paragraph (3) of subdivision (a) of Section 66010.4. The district, as part of the baccalaureate degree pilot program, shall have the additional mission to provide high-quality undergraduate education at an affordable price for students and the state.

Current and Sample Mission Statements

Current FHDA Mission Statement:

The mission of the Foothill–De Anza Community College District is student success. We accomplish this by providing access to a dynamic learning environment that fosters excellence, opportunity, equity, and innovation in meeting the various educational and career goals of our diverse students and communities. The district provides high-quality undergraduate education at an affordable price for students and reasonable cost to the state and maintains the primary mission of advancing California through education, training, and workforce improvement.

De Anza Mission Statement (Revised Spring 2014):

De Anza College provides an academically rich, multicultural learning environment that challenges students of every background to develop their intellect, character and abilities; to realize their goals; and to be socially responsible leaders in their communities, the nation and the world. The college engages students in creative work that demonstrates the knowledge, skills and attitudes contained within the college's Institutional Core Competencies:

- *Communication and expression*
- *Information literacy*
- *Physical/mental wellness and personal responsibility*
- *Civic capacity for global, cultural, social and environmental justice*
- *Critical thinking*

Foothill Mission Statement (11/3/15 Draft):

Believing a well-educated population is essential to sustaining and enhancing a democratic society, Foothill College offers a variety of programs and services that allow students to achieve their goals as members of the workforce, future students, and global citizens. We work as a community to obtain equity in achievement of student outcomes for all California student populations. In creating the learning experiences that fulfill our mission, we are guided by our core values of honesty, integrity, trust, openness, transparency, forgiveness, and sustainability.

West Valley-Mission College CCD Mission Statement (2011):

The West Valley-Mission Community College District is committed to achieving student success through innovative and effective lifelong education and career opportunities, which include associate degrees, certificates, transfer, occupational programs, workforce development, pre-collegiate, global, and community education programs. The District strives to maintain and support institutional integrity, mutual respect, diversity, tolerance, rigorous evaluation, an exceptional workforce of faculty and staff, and partnerships between students, faculty, staff, administrators, the Board of Trustees, and the community. The District promotes an environment conducive to open dialogue and the free exchange of ideas leading to the achievement of successful student learning outcomes.

San Mateo County CCD Mission Statement (2012):

In an atmosphere of collegiality and shared responsibility, and with the objective of sustaining open access for students and being responsive to community needs, the Colleges of the San Mateo County Community College District will fulfill the following mission with excellence:

- Provide a breadth of educational opportunities and experiences which encourage students to develop their general understanding of human effort and achievement; and
- Provide lower division programs to enable students to transfer to baccalaureate institutions; and
- Provide career and technical education and training programs directed toward career development, in cooperation with business, industry, labor, and public service agencies; and
- Provide basic skills education in language and computational skills required for successful completion of educational goals; and
- Provide a range of student services to assist students in attaining their educational and career goals; and
- Provide self-supporting community education classes, contract education and training and related services tailored to the human and economic development of the community; and
- Provide leadership in aligning educational programs and services offered by all local educational institutions and community service organizations; and
- Celebrate the community's rich cultural diversity, reflect this diversity in student enrollment, promote it in its staff, and maintain a campus climate that supports student success.

To fulfill this educational mission, the District is committed to effective institutional research that supports the evaluation and improvement of programs, services, and student outcomes. Shared governance is practiced through processes that are inclusive with regard to information sharing and decision making, and that are respectful of all participants. The District plans, organizes and develops its resources to achieve maximum effectiveness, efficiency, equity and accountability.

The Mission is evaluated and revised on a regular basis.

San Jose-Evergreen CCD Mission Statement (20??):

As a leading educational institution, the mission of SJECCD is to meet the diverse educational and workforce needs of our community by empowering our students to become agents for socioeconomic change.