

**FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT**  
**Office of the Chancellor**

**CHANCELLOR'S ADVISORY COUNCIL**  
**SUMMARY**  
**April 13, 2012**

Present

*Linda Thor, Leo Contreras, Rich Hansen, Carolyn Holcroft for Dolores Davison, Letha Jeanpierre for Brian Murphy, Coleen Lee-Wheat, Virginia Marquez, John Mummert, Judy Miner, Blanche Monary, Sharon Luciw for Fred Sherman, Dorene Novotny, Carol Skoog, Bernata Slater for Kevin McElroy, Chris White*

**I. Approval of February 24, 2012 Meeting Summary**

The February 24, 2012 meeting summary was approved.

**II. Budget Planning for 2012-12**

Bernata reported that Governor Brown has joined forces with the California Federation of Teachers, sponsors of the millionaire's tax initiative, in order to merge the two initiatives. Changes resulting from merging the two initiatives are:

- Sales tax would be increased by ¼% rather than ½%
- The increase in personal income tax would be in effect for 7 years instead of 5

If the governor's tax initiative passes:

- perhaps no additional triggers would be implemented
- the state will begin to make payouts. If we receive our payment on time and interest revenue will be realized
- we may receive monies for categorical programs that were so drastically cut

If the governor's tax initiative fails:

- mid-year triggers would be implemented
- with the reduced income, we may need to plan for further reductions in 2013

The colleges and central services are planning a budget based on a worst-case scenario that can be adjusted if necessary, and are working on closing an estimated deficit of about \$17.5 million. The colleges and central services will be implementing some cuts as of June 30, 2012. The colleges are planning to serve all the students for which we will be funded and hope to restore some of those lost FTES.

The Tentative Budget will be presented to the board for a first reading on June 4 and will include the changes proposed in the governor's May revise. By early August we should know our ending fund balance, our FTES, and the status of the state budget. The Adopted Budget public hearing will be in August and will be presented to the board for acceptance in September.

### III. Benefits Update

The bargaining units and board have ratified the move to CalPERS. The conversion to the new benefits plan involves huge amounts of paperwork, programming, massive amounts of data entry and coding and testing. Dorene praised the efforts of the benefits staff, payroll staff, and ETS staff who have been involved in the process and have worked overtime and evenings and sacrificed weekends to ensure a smooth conversion by July 1.

Communications were sent out to both active and retired employees' homes informing them of the change, open enrollment dates, and scheduled information sessions, as well as an informative e-blast to all active employees. The CAC was able to review a copy of the benefits guide that was sent out with the benefits summary. Dorene briefly outlined the open enrollment timelines and processes for both active and retired employees. Every effort is being made to ensure that we have 100% compliance.

### IV. Policies

1. AP 3217 Procedures for Enforcement of Non-Smoking Area (New)  
This procedure was approved with revisions
2. AP 3410 Guidelines for Classification, Retention and Destruction of Records (Rev.)  
This procedure was approved as submitted
3. AP 6015 Program Discontinuance (New)  
This procedure was approved with corrected wording
4. BP 6124 Course Repetition (Rev.)  
This policy was approved with clarified wording and will be presented to the board for a first reading on May 7.
5. BP 6126 Course Withdrawal (New)  
This policy was approved as submitted and will be presented to the board for a first reading on May 7.

### V. Other Information and Updates

#### Sharon

- Equipment is being purchased for the new e-mail system and calendaring system, and ETS will be installing and configuring that equipment. Sharon's personal goal is to ensure that the conversion goes as smoothly as possible for everyone. The new system would enable both e-mail and calendaring systems to be accessible using any mobile device.

#### Virginia

- De Anza Classified Senate elections will be taking place on 4/26
- The De Anza Classified Senate and the Central Services Classified Senate are working together to plan the May 11 classified retreat
- On May 18 the De Anza Classified and Academic Senates will jointly sponsor a staff development activity – Naming Elephants, Part 2

#### Carol

- The Central Services Classified Senate spring newsletter went out today
- They are also preparing for elections that will be held next week

Blanche provided an update on the layoff list and status of positions

Judy reported that the faculty hiring committees have completed their work and the class of 2012 is in place

Coleen reported that on April 27 the faculty senate will hold its convocation.

### **Adjournment**

The meeting adjourned at 2:45 p.m.

Approved 6/22/12