



BOARD HIGHLIGHTS

Board of Trustees Betsy Bechtel • Pearl Cheng • Laura Casas Frier • Joan Barram • Bruce Swenson • Emily Kinner • Stephanie McGee

Board meeting of Aug. 29, 2011

THE HEADLINES

The Board of Trustees discussed:

- Progress on the Measure C bond program
- Progress on meeting the district's Strategic Plan goals
- College enrollment management plans
- Updates on the 2011-12 budget

The Board of Trustees approved or accepted:

- Results of 2011 Accountability Reporting for Community Colleges
- Purchase of new multimedia equipment for the planetarium
- New hires and promotions

STUDY SESSION

Measure C progress report: Executive Director of Facilities, Operations & Construction Management **Charles Allen** reviewed key elements of the district's \$490.8 million Measure C construction program, including the possibility of building a permanent education center at Onizuka Air Force Station. The next milestone for that project is expected Oct. 4 when the Sunnyvale City Council, acting as the Local Redevelopment Authority, decides whether to designate an education center as the preferred use for 9.1 acres at the decommissioned base.

Vice Chancellor of Technology **Fred Sherman** reported on the district's progress in upgrading instructional equipment, including replacing computers and installing multimedia equipment in "smart" classrooms. By re-evaluating the replacement process with an eye toward efficiency, he said, Educational Technology Services has dramatically increased equipment upgrades. For example, ETS replaced 888 computers in 2010-11 compared to 390 the year before, and installed 76 multimedia systems compared to 25 the year before.

Vice Chancellor Sherman acknowledged **Sharon Luciw** and her team for streamlining the computer equipment replacement process, enabling ETS to accomplish significantly more upgrades using fewer staff. Responding to questions from trustees, he said that computer replacement and multimedia classrooms are top priorities for the colleges. He also noted that the district strives to replace one-fifth of its approximately 6,000 computers every year. Given the number of computers it had when it made the computation, the district had anticipated being able to stretch Measure C dollars to fund computer equipment replacement for 15 years, but current estimates are that funding will be depleted in seven to eight years.

Responding to trustees' questions, Vice Chancellor Sherman said the cost of the Data Center project appears to have been significantly underestimated by the architect.

Director Allen reported on how the district stacks up on metrics established to measure performance on the overall Measure C bond program and individual projects, an accountability practice recommended last year in an outside performance audit. While the district needs to improve its rate of progress on the overall program, its performance was "good" or "outstanding" on all other measures including minimizing change orders and maintaining overall project schedules and budgets. Director Allen explained that the bond team has identified solutions to improve the bond program's overall rate of progress, and that the pace has picked up.

Trustees complimented Director Allen on the report and thanked him for his candor. Director Allen acknowledged the work of the bond team.

Strategic Plan metrics & ARCC results: Andrew LaManque, executive director of institutional research and planning, reviewed the annual Accountability Reporting for Community Colleges (ARCC) as well as district Strategic Plan metrics for measuring progress on Foothill-De Anza's commitments to student success and achievement; student access; and stewardship of resources.

Highlights include:

- Within six years, 72.8 percent of first-time students at De Anza who showed "intent to complete" transferred to a four-year college, earned a certificate or associate's degree; or achieved transfer-directed or transfer-prepared status. This was the highest student progress and achievement rate within De Anza's peer group of comparable community colleges. Foothill was above average in its peer group for this metric.
- Some 80.7 percent of Foothill students were successful in basic skills courses, the highest rate of success in Foothill's peer group for this metric.
- The percentage of students earning at least 30 units – 80.5 percent at Foothill and 83.8 percent at De Anza – was the highest in the colleges' respective peer groups for this metric.
- At 76 percent, De Anza achieved its peer-group high mark for basic skills improvement rate, and both colleges achieved year-over-year gains in the ESL improvement rate.
- Foothill ranked either the highest in its peer group or above average on all seven metrics tracked in the ARCC report and De Anza ranked highest or above average in all but the student persistence rate.
- The district fell short of its goal of reducing the course success rate to less than a five-point difference between under-served students (African American, Filipino and Latino students) and all other students. The gap in 2009-10 was 9.1 percentage points at Foothill and 9.2 percentage points at De Anza.

On district stewardship measures, Executive Director LaManque reported that the district met or exceeded its 2010-11 strategic plan goals for appropriate instructional staffing; environmental sustainability; and alignment of facilities to student load. The district fell short of targets for having a structurally balanced budget and appropriate non-instructional staffing. Instead of having one non-

instructional staff member for every 44 or fewer full-time-equivalent students, the district had one staff member for every 45 students.

The board accepted the 2011 ARCC report. View Executive Director LaManque's full presentation at: <http://fhdafiles.fhda.edu/downloads/aboutfhda/2.2011ARCC.pdf>

Enrollment management: Foothill's **Kimberlee Messina** and De Anza's **Christina Espinosa-Pieb**, vice presidents of instruction, presented an overview of how the colleges are managing enrollment. They reviewed their respective institution's outreach efforts and noted that both colleges are adding courses in areas of high student demand, and cancelling courses with low enrollment. Vice President Espinosa-Pieb spoke about the need to use faculty to maximum effect and described relying on three-year enrollment histories when deciding whether to cancel a section. Vice President Messina spoke about monitoring waiting lists to track and respond to student demand.

Chancellor **Linda Thor** noted that the district's enrollment decline last year essentially matched the workload reduction the state has imposed on community colleges this year. Therefore, the district's goal for 2011-12 is to maintain the same enrollment level as last year, or about 34,167 full-time-equivalent students. If the district does not meet that enrollment goal, its base funding would decline.

In response to a question from Trustee **Betsy Bechtel**, Vice Chancellor Sherman said the number of complaints about online registration problems have declined dramatically. He said ETS needs specific information about registration problems to properly investigate them. Vice President Espinosa-Pieb acknowledged ETS' role in helping the colleges address enrollment issues. De Anza Student Trustee **Emily Kinner** said students are not complaining about registration, but added she has heard about difficulties gaining access to student services.

In response to a question from Trustee **Bruce Swenson**, Vice President Messina discussed the colleges' efforts to coordinate foreign language instruction to avoid duplication, particularly when one campus has low enrollment in a particular language and the other campus does not. Because of low enrollment, De Anza is phasing out Urdu, Italian and Russian language courses, and all French and Chinese language classes are now being offered through De Anza because of low demand for them at Foothill. Chancellor Thor noted that the colleges are actively collaborating on a number of fronts to find similar efficiencies.

Both colleges offered robust summer programs this year, and expect some of that enrollment to flow into the fall. Additionally, De Anza opened fall registration two weeks earlier than usual. Both campuses have engaged in aggressive marketing. **Kurt Hueg**, associate vice president of external relations at Foothill, said Foothill is adding a Banner feature that enables students to search for newly added classes.

INFORMATION AND ACTION ITEMS

Planetarium upgrade: The board authorized the purchase of a DigitalSky planetarium and multimedia system to replace aging servers for the projection system. The new computers, purchased with funds donated to the planetarium, will optimally run the latest Digital Sky 2 software.

Hearing on 2011-12 proposed budget: Vice Chancellor **Kevin McElroy** presented an overview of the 2011-12 budget that the board will be asked to adopt on Sept. 12. Based on the approved state budget, the district budget projects a \$7.6 million operating deficit

for 2011-12, the gap between \$173.8 million in projected revenue and \$181.4 million in projected expenses. To eliminate this structural deficit, the district is proceeding with a plan to reduce its ongoing operating expenses. However, it will use one-time funding from its stability fund to delay full implementation of the reductions in 2011-12. Due to careful planning and management, the stability fund stands at \$15.1 million and the year-end carryover funds for the colleges and Central Services total approximately \$12.7 million.

Despite the funding reductions from the state, the district expects to serve approximately the same number of students it served last year. The budget projects an enrollment of 34,167 full-time-equivalent students in 2011-12.

The district's stability fund currently stands at approximately \$15.1 million. Of that amount, \$7.6 million is being used to delay operating budget reductions in the current year, \$3.5 is designated to offset expected mid-year state budget cuts and \$4 million is earmarked for use in 2012-13 in anticipation of continuing state budget cuts to community colleges.

Foothill-De Anza is fortunate to have some remaining one-time dollars to help ease the transitions to lower operating costs. But Vice Chancellor McElroy noted that the district faces a serious ongoing challenge in that its operating costs continue to increase each year while the state has repeatedly cut funding.

Vice Chancellor McElroy acknowledged the outstanding work of Budget Director **Bernata Slater** and her high level of accuracy in developing the budget. Trustee Swenson expressed appreciation for the quality and clarity of information produced by the budget director and shared with employee groups.

Foundation report: Trustee Swenson, a board liaison to the Foothill-De Anza Foundation, reported on a recent foundation Board of Directors meeting where **Sheryl Alexander** was welcomed as the foundation's new executive director and the existing slate of officers was re-elected: **Dianne McKenna** as president, **Anita Manwani Bhagat** as vice president, **Holly Wong Agbayani** as treasurer and **Martin Neiman** as secretary. He noted that the De Anza Commission is hosting a wine tasting event this year instead of the Night of Magic and that the Foothill Commission's summer Gala raised more than \$40,000 despite the scaled-down nature of the event.

Accreditation: Board President **Pearl Cheng** acknowledged receipt of the colleges' final accreditation reports. "They are fabulous," she said.

HUMAN RESOURCES & PERSONNEL

New hires and promotions: The board ratified the hiring of **Justin Gilmore** as financial aid outreach assistant and **Sabrina Gebreab** as De Anza bookstore customer support associate, and ratified the promotion of **Melissa Aguilar** to program supervisor in Learning Resources, all at De Anza.

HEARING OF ITEMS NOT ON THE AGENDA

Public comments: **Terry Terman**, an observer for the League of Women Voters, said the board's decision and subsequent discussion about acquiring land at Onizuka Air Force Station came out of closed session and that, given the importance of the decision, he thought the process could have been more open.

Student comments: De Anza Associated Students President **Arvind Ravichandran** informed trustees about the annual Youth Voices United for Change leadership conference for high school and college students. The conference, sponsored by De Anza's Institute of Community and Civic Engagement (ICCE), is Nov. 19. He also noted that for the second year in a row, a De Anza student has been elected to the regional board of the Phi Theta Kappa academic honor society representing chapters throughout California and Nevada. President Ravichandran is serving as regional vice president of Phi Theta Kappa's Northwest District of the California/Nevada region.

Trustee comments: Board President Cheng congratulated De Anza Student Trustee Kinner on being elected statewide president of the California Community Colleges Association of Student Trustees. Student Trustee Kinner reported that Public Allies in San Jose, a leadership training organization, is partnering with ICCE on the Youth Voices United for Change leadership conference. She also noted that 10 new bikes have arrived for De Anza students to check out for the quarter, but added there is a long waiting list. She thanked De Anza Marketing and Communications Director **Marisa Spatafore** and Vice President of Finance and Educational Resources **Letha Jeanpierre** for their support on a marketing campaign to publicize the availability of a free EcoPass for De Anza students.

Presidents' comments: De Anza President **Brian Murphy** reported that he has been invited to join a new White House initiative on civic learning that is being coordinated with the U.S. Department of Education. President Murphy said he will serve on a national steering committee to advise on creating a series of televised dialogues on "reinvigorating the public purposes of higher education." De Anza has been asked to host one of the dialogues. Vice President Messina, sitting in for Foothill President **Judy Miner**, noted that Foothill is building enrollment by creating a bridge for basic skills students by offering non-credit supplemental instruction in math and possibly English.

Chancellor's comments: Chancellor Thor noted that she and Vice Chancellor McElroy would meet with the accreditation team chairs, Dr. **Cindy Miles** of the Grossmont-Cuyamaca district and Dr. **Raul Rodriguez** of the Rancho Santiago district, during their preliminary visit to the colleges Sept. 8-9. She extended congratulations to Student Trustee Kinner on her statewide election and to President Murphy on being invited to join the board of the American Association of College and Universities, the leading champion of undergraduate liberal studies.

NEXT MEETING

The next regularly scheduled meeting of the Board of Trustees is Monday, Sept. 12, 2011, at 6 p.m. in the district Board Room. Agendas generally are posted 72 hours in advance at: http://www.fhda.edu/about_us/board/agenda/. Please check the agenda to verify time and location of the meeting.

Board Highlights is designed to communicate board meeting news to faculty and staff across the district. This publication is not the official minutes. For more comprehensive information, you may consult the official minutes, which are available at http://www.fhda.edu/about_us/board/minutes after their approval at a subsequent board meeting. Please contact Becky Bartindale at bartindalebecky@fhda.edu or (650) 949-6107 with comments or questions about *Board Highlights*.