



Chancellor's Advisory Council Meeting Agenda – February 22, 2019

Foothill College
Council Chambers (Room 2018)
3:00-4:30 p.m.

AGENDA TOPIC	PURPOSE/DESIRED OUTCOME	DISCUSSION LEADER
1. Welcome and introductions	<i>I</i> – Allow council members able to identify each other by name and constituent group represented.	Judy Miner
2. Approval of January 11, 2019, meeting summary (<i>attachment 2</i>)	<i>A</i> – Provide accurate record of previous meeting.	Judy Miner
3. Proposed new and revised board policies and administrative procedures (second reading) (<i>attachment 3</i>) <ul style="list-style-type: none"> • BP 2315 Closed Session (Revised) • BP 2330 Quorum and Voting (Revised) • BP 3300 (formerly BP 1120) Public Records (Revised) • AP 3300 Public Records (New) • BP 6750 (formerly BP 3218 and 3218.5) Parking (Revised) • AP 6750 Parking (New) 	<i>D/A</i> – Discussion of feedback from constituencies/approval.	Judy Miner
4. Proposed new and revised board policies and administrative procedures (first reading) (<i>attachment 4</i>) <ul style="list-style-type: none"> • BP 5020 Nonresident Tuition (Revised) 	<i>D</i> – Provide input and seek feedback from constituencies for discussion at next meeting.	Judy Miner
5. Enrollment management	<i>I/D</i> – Gain understanding of enrollment initiatives, provide feedback/advice, and share information with constituencies.	Judy Miner
6. District Governance Committee/Constituent Group Reports <ul style="list-style-type: none"> • District Budget Advisory Committee http://www.fhda.edu/about-us/participatorygovernance/C-budget-advisory-committee.html • Human Resources Advisory Committee/District/District Diversity and Equity Advisory Committee http://hr.fhda.edu/diversity/c-meeting-minutes-and-agendas.html • Educational Technology Advisory Committee http://ets.fhda.edu/governance-committees/etac/index.html • Business Process Alignment Task Force https://www.yammer.com/fhda.edu/-/threads/inGroup?type=in_group&feedId=14505859 	<i>I</i> – Broaden awareness. Provide information for council members to disseminate to constituents about work/actions of districtwide governance groups and constituent groups.	All
7. Other information and updates	<i>I</i> – Share information for council members to disseminate to constituents.	All

I – Information, D – Discussion, A - Action



FOOTHILL-DE ANZA
Community College District

Office of the Chancellor

CHANCELLOR'S ADVISORY COUNCIL

Meeting Summary

January 11, 2019

Present: Judy Miner, Becky Bartindale, Karen Chow, Isaac Escoto, Christina Espinosa-Pieb, Monica Garcia, Carolyn Holcroft, Kristy Lisle, Lorna Maynard, Joe Moreau, Carolyn Nguyen, Chelsey Nguyen, Thuy Nguyen, Dorene Novotny, Elias Regalado, William Riley, Laura Savage, Ram Subramaniam, Tim Shively, David Ulate, Chris White

Guests: Shamar Edwards, TIDE Academy Principal
Mike Kuliga, TIDE Academy Assistant Principal

1. **Welcome and introductions**

Chancellor Miner welcomed council members and asked for self-introductions. Dorene introduced new Director of Equity, Employment, and Professional Development Laura Savage.

2. **Approval of December 7, 2018, Meeting Summary**

The December 7, 2018, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus.

3. **Sequoia Union High School District TIDE Academy partnership with Foothill College (presentation slides attached)**

Kristy introduced TIDE Academy Principal Shamar Edwards and Assistant Principal Mike Kuliga, who are working with Foothill College on dual enrollment courses to be offered as part of an Assembly Bill (AB) 288 College and Career Access Pathways partnership. Assistant Principal Kuliga explained that TIDE Academy, named for its emphasis on technology, innovation, design, and engineering, will have 400 students at full enrollment and plans to offer CTE pathways in computer science and product innovation and design. He noted that new students will take courses that expose them to both pathways and then select one pathway to complete.

Principal Edwards indicated that the school will have an interdisciplinary focus, connecting culture and arts with STEM, and plans to involve students in solving real world problems. She stated that social-emotional learning and restorative justice will be regular components of the high school's curriculum. She led council members in an ice-breaker exercise as an example of the hands-on learning students will encounter at the school.

Kristy and Ram reported that Foothill College faculty members have been working with the high school faculty on developing curriculum to ensure that students will be able to successfully transition from high school to college courses. Beginning in tenth grade, students will take college courses on the high school campus, co-taught by a high school teacher and a Foothill College instructor, and seniors will attend several college courses on the Foothill College campus. By graduation, students will have almost completed IGETC requirements and may be able to complete an associate degree for transfer in computer science relatively quickly.

In response to a question from Carolyn Holcroft, Ram indicated that professional development is planned for Foothill College instructors interested in teaching college courses at the high school as the student population is very different. Kristy explained in response to a question from Karen that AB 288 allows the college to hold closed courses and allows high school students to take up to 15 college units per quarter.

4. Proposed revision to council Charge, Purpose and Ground Rules

Council members reviewed and approved the revised council Charge, Purpose, and Ground Rules by consensus.

5. Proposed 2019 Legislative Principles

The council reviewed and approved the 2019 Legislative Principles by consensus. Judy advised that the proposed principles would be presented to the Board of Trustees for adoption at the February 4, 2019, meeting.

6. Proposed new and revised board policies (BP) and administrative procedures (AP)

BP 2315 Closed Session (Revised)

BP 2330 Quorum and Voting (Revised)

BP 3300 (formerly BP 1120) Public Records (Revised)

AP 3300 Public Records (New)

BP 6750 (formerly BP 3218 and 3218.5) Parking (Revised)

AP 6750 Parking (New)

Council members made no comments regarding the proposed new and revised policies and procedures. Judy asked that any feedback from constituent groups be reported at the next meeting.

7. Governor's proposed 2019-20 budget for community colleges

Chancellor Miner shared highlights from the Governor Gavin Newsom's proposed budget for community colleges, including a proposal to extend College Promise funding to second-year students, a \$3 billion allocation to the State Teachers' Retirement System that will lower the employer contribution for 2019-20 and 2020-21, and a 3.46 percent cost of living adjustment (COLA). She noted that the proposed budget reduces Strong Workforce, financial aid administration, part-time faculty office hours, veterans' services, and apprenticeship funding from 2018-19 levels and allocates no money to deferred maintenance and instructional equipment. Judy added that the district will benefit from the hold harmless provision of the new funding formula this year.

8. **Enrollment management**

Kristy reported that Foothill is continuing to expand dual enrollment opportunities at the Sunnyvale Center and plans to present an AB 288 College and Career Access Pathways partnership agreement with Fremont Union High School District to the Board of Trustees for approval soon. She explained that implementation of AB 705, the Seymour-Campbell Student Success Act of 2012: matriculation: assessment, seems to be having a negative impact on enrollment, but success rates appear positive. She added that the curriculum changes the college has made in implementing AB 705 should help in generating revenue under the new funding formula.

Judy spoke about increased online offerings and exploration of additional noncredit opportunities at De Anza College. She commended the colleges for increasing productivity and expressed hope that the Online Education Initiative course exchange might help the colleges stabilize the enrollment decline.

9. **District governance committee/constituent group reports**

Discussion of this item was postponed to the next meeting.

District Budget Advisory Committee <http://www.fhda.edu/about-us/participatorygovernance/C-budget-advisory-committee.html>

Human Resources Advisory Committee/District/District Diversity and Equity Advisory Committee <http://hr.fhda.edu/diversity/c-meeting-minutes-and-agendas.html>

Educational Technology Advisory Committee <http://ets.fhda.edu/governance-committees/etac/index.html>

Business Process Alignment Task Force https://www.yammer.com/fhda.edu/-/threads/inGroup?type=in_group&feedId=14505859.

9. **Other Information and Updates**

Officer Riley announced that Judy and new Chief of Police Daniel Acosta have scheduled Coffee with a Cop and the Chancellor events at Foothill College and De Anza College the first week of February. Judy added that she and Tim have planned joint office hours at Foothill, De Anza, and the Sunnyvale Center this spring.

Chelsea advised that the Associated Students of Foothill College has begun its budget process, and a message has been sent out soliciting budget requests.

Judy announced that a districtwide celebration has been scheduled on May 2 to honor the 88 employees retiring under the supplementary retirement plan as well as anyone else retiring this year.

The meeting adjourned at 4:33 p.m.

**FUTURE NOW,
FUTURE READY**



Foothill College and TIDE Academy Collaborative
January 11, 2019

 TideAcademy

A SEQUOIA UNION HIGH SCHOOL DISTRICT SCHOOL



 TideAcademy

Named for its emphasis on

Technology. Innovation. Design. Engineering.

An educational community connecting culture, technology, math, science and the arts to design inclusive solutions for an evolving social and professional landscape.

9/21/2018

TIDE Academy

2

WHY T.I.D.E.?

S.T.E.M. Jobs projected growth 13%

US placed 38th out of 71 countries in Math and 24th in Science

36% of High School grads ready for college level Science

Women make up 18% of Computer Science Undergrads

Girls interest in STEM peaks in middle school

Women of Color in STEM: Black women: 2.9%, Latinas: 3.6%, Asian women: 4.8%



Ice Breaker Activity

Design Challenge: With only materials provided, build the tallest structure that is free standing.

Materials: Construction Paper

Groups: 4-5 People

2 Minutes for Planning, 5 (4) Minutes for Building



REFLECTIONS:

1. What strategies did you use to build?
2. What Worked? What Didn't?
3. What did you learn about collaboration?

Distinct Features at T.I.D.E. Academy

- ❑ Model Based on the P-Tech Model in New York



*Grades 9-14, dual enrollment 10-12th grade, community college credit, C.T.E. focus & mentor/internship experiences

Foothill College and TIDE Academy @ B-Tech



Distinct Features at T.I.D.E. Academy

- Small school community-400 student capacity, 100 per grade level, personalized
- Interdisciplinary(S.T.E.A.M.), S.E.L. & Culturally Responsive Curriculum to develop well rounded students
- Project-blended & Social Action-with a central focus on solving real world problems.
- C.T.E. Focus on Computer Science and Product Design and Innovation.

Grade	English	Math	Science	History	CTE	Extra	PE
9th	English I	Algebra I & Geometry or Geometry or Algebra II	Physics	Global Studies	Engineering & Design Principles (VPA)	Learning Lab***	PE I (Independent Study)
10th	English II	Algebra II or Statistics	Chemistry/ College Chemistry*	Modern World History	CTE Computer Science or CTE Product Design*	World Language I: Spanish	PE II (Independent Study)
11th	College English*	Precalculus	Biology/ College Biology*	College US History*	CTE Computer Science or CTE Product Design*	AP Physics or World Language II: Spanish	—
12th	College English/ College Comm*	Calculus (Post Precalculus Math)**	Science**	Government/ Economics	CTE Computer Science or CTE Product Design*	Senior Seminar	—

A Bold and Dynamic Vision of Education

"This could be a national model for how to do school in the 21st century." *Simon Pennington, Dean of Fine Arts and Communication and Kinesiology and Athletics at Foothill Community College*

Board Policy and Administrative Procedure Review

Background

The district has long held a contract with the Community College League of California (CCLC) for its Policy and Procedure Service. CCLC's service provides template language, vetted by legal counsel, for policies and procedures that are required by state and/or federal statute or regulation, or that are legally advised to protect the district. A few additional templates are suggested as good practice/optional. The templates are updated twice per year to reflect changes in laws and regulations. Policies and procedures that have been adopted by the district are available online at the following link: <http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=9U5PUR6583E5>

The district began a systematic review of policies and procedures several years ago. Chapters 1, 2, and half of Chapter 3 have been reviewed to date. In addition to systematic review, policies and procedures in other chapters have been adopted or revised based on CCLC recommendations included in the twice yearly updates or at the suggestion of administrators or faculty. The district's intent is to implement a cyclical review process, starting again with review of Chapter 1 upon completion of the Chapter 7 review, while continuing to consider recommended updates as received by CCLC. As policies and procedures are revised, they are renumbered to align with CCLC's Policy and Procedure Service numbering system, which should help facilitate updates and research in the future.

Chancellor's Advisory Council Role

The Chancellor's Advisory Council plays a key role in the policy development process, providing input from all the district's constituent groups to the Chancellor, who is charged with recommending policy changes to the Board of Trustees as well as developing and implementing administrative procedures. Administrative procedures are considered final after approval by the Chancellor's Advisory Council, while board policies require adoption by the Board of Trustees. [Board policy 2410 Policy and Administrative Procedure](#) and [administrative procedure 2410 Policy and Administrative Procedure](#) delineate the district's process for adopting and changing policies and procedures.

Review of Draft Policies and Procedures

Language that is proposed for elimination in draft policies and procedures is indicated by ~~strike through~~, and new language is reflected by **bold, underlined type**. Unmodified type represents language that has previously been approved and is not being changed. Notes in the drafts are deleted after adoption.

The following definitions and explanations, which appear in the CCLC's Policy & Procedure Subscription Service Implementation Handbook, are helpful to keep in mind when reviewing the district's policies and procedures:

Board Policy is the voice of the board of trustees and defines the general goals and acceptable practices for the operations of the district. It implements federal and state statutes and regulations. The board, through policy, delegates authority to and through the chief executive to administer the district. The CEO and district employees are responsible to reasonably interpret board policy as well as other relevant statutes and regulations that govern the district. Policy is best expressed in broad statements. It legally binds the district. Therefore, policy statements should be clear, succinct, and current.

Administrative procedures implement board policy, statutes, and regulations. They address how the general goals of the district are achieved and define the operations of the district. They include details of policy implementation, responsibility, accountability and

standards of practice. They are developed and implemented by the CEO, administration, faculty, and staff members; they are not intended to require board action.

Legally Required (LR): Legal counsel has determined that the policy/procedure is required based on state or federal statute or regulation. The templates contain the essential elements to assure compliance with state or federal law. Except as specifically noted at the beginning or in the body of a template, the text may be locally enlarged or modified, as long as no required elements are omitted. It is *strongly recommended* that any substantive modifications to the template language be carefully reviewed by local district legal counsel. The service includes policies and procedures with specific accreditation standard section references in the category of “legally required” due to the importance of complying with the related accreditation standard or accreditation eligibility requirement.

Legally Advised (LA): These policies and procedures are not specifically required by state or federal statute or regulation; however, legal counsel has identified them as essential to protect the district from potential liability. The templates or samples contain the key elements. Text may be locally enlarged or modified, so long as no required elements are omitted. Substantive modifications to the language should be reviewed by local district legal counsel.

Suggested as Good Practice/Optional (SUG): The service includes a few sample policies and procedures that are suggested as good practice or optional and are not required by statutes, regulations, or court cases. These documents may be commonly found in district manuals, promote effective operations, and/or have been requested by a number of subscribers. There is often a high degree of variation from district to district.



FOOTHILL-DE ANZA
Community College District

Book	Board Policy
Section	Chapter 2 - Board of Trustees (including former Article 2 - Administration and Article 9 - Bylaws)
Title	Closed Session
Code	BP 2315
Status	Up For Revision
Legal	Education Code 72122 Government Code Section 54956.8 Government Code Section 54956.9 Government Code Section 54957 Government Code Section 54957.1 Government Code Section 54957.6 Government Code Section 11125.4
Adopted	February 7, 2011
Last Revised	December 9, 2013
Origin	formerly BP 9127 - CCLC recommended update to legal references and language.
Office	Chancellor's Office

The Governing Board shall hold closed sessions of the Board only as permitted by applicable legal provisions including but not limited to the Brown Act, California Government Code and California Education Code. Matters discussed in closed session may include:

- the appointment, employment, evaluation of performance, discipline or dismissal of a public employee;
- charges or complaints brought against a public employee by another person or employee, **unless the accused public employee requests that the complaints or charges be heard in open session. The employee shall be given at least 24 hours written notice of the closed session.**
- advice of counsel on pending litigation, as defined by law;
- consideration of tort liability claims as part of the district's membership in any joint powers agency formed for purposes of insurance pooling;
- real property transactions;
- threats to public security;
- review of the District's position regarding labor negotiations and giving instructions to the District's designated negotiator;
- discussion of student disciplinary action, with final action taken in public;
- conferring of honorary degrees;
- consideration of gifts from a donor who wishes to remain anonymous;
- to consider its response to a confidential final draft audit report from the Bureau of State Audits.

The agenda for each regular or special meeting shall contain information regarding whether a closed session will be held and shall identify the topics to be discussed in any closed session in the manner required by law.

After any closed session, the Board shall reconvene in open session before adjourning and shall announce any actions taken in closed session and the vote **or abstention** of every member present.

All matters discussed or disclosed during a lawfully held closed session and all notes, minutes, records or recordings made of such a closed session are confidential and shall remain confidential unless and until required to be disclosed by action of the Board or by law.

(CCLC Note: Although the following language is not legally required, it is suggested as good practice. It is designed to assure that when charges or complaints are brought by any person against an employee, before the board hears them in accordance with Government Code Section 54957, the administration of the district has an opportunity to address, and possibly solve, the problem.)

If any person requests an opportunity to present complaints to the board about a specific employee, such complaints shall first be presented to the Chancellor. Notice shall be given to the employee against whom the charges or complaints are directed. If the complaint is not resolved at the administrative level, the matter shall be scheduled for a closed session of the Board. The employee shall be given at least 24 hours written notice of the closed session and shall be given the opportunity to request that the complaints be heard in an open meeting of the Board.

Approved 2/7/11
Amended and renumbered 12/9/13 (formerly BP 9127)

Last Modified by Paula J Norsell on January 3, 2019



**FOOTHILL-DE ANZA
Community College District**

Book	Board Policy
Section	Chapter 2 - Board of Trustees (including former Article 2 - Administration and Article 9 - Bylaws)
Title	Quorum and Voting
Code	BP 2330
Status	Up For Revision
Legal	Code of Civil Procedure Section 1245.240 Education Code Section 15266 Education Code Section 72000(d)(3) Education Code Section 81310 et seq. Education Code Section 81365 Education Code Section 81432 Education Code Section 81511 Government Code Section 53094 Government Code Section 54950 et seq.
Adopted	December 9, 2013
Origin	CCLC update to legal references and to add Ed Code 15266 requirement for 2/3 majority vote for resolution to pursue authorization and issuance of bonds under certain sections of the California Constitution.
Office	Chancellor's Office

A quorum of the Board shall consist of three members.

The Board shall act by majority vote of all of the membership of the Board, except as noted below.

No action shall be taken by secret ballot. **The Board will publicly report any action taken in open session and the vote or abstention of each individual member present.**

The following actions require a two-thirds majority of all members of the Board:

- Resolution of intention to sell or lease real property (except where a unanimous vote is required);
- Resolution of intention to dedicate or convey an easement;
- Resolution authorizing and directing the execution and delivery of a deed;
- Action to declare the District exempt from the approval requirements of a planning commission or other local land use body;
- Appropriation of funds from an undistributed reserve;
- Resolution to condemn real property.
- **Resolution to pursue the authorization and issuance of bonds pursuant to paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution and subdivision (b) of Section 18 of Article XVI of the California Constitution.**

The following actions require a unanimous vote of all members of the Board:

- Resolution authorizing a sale or lease of District real property to the state, any county, city, or to any other school or community college district;
- Resolution authorizing lease of District property under a lease for the production of gas.

Approved 12/9/13

Last Modified by Paula J Norsell on January 3, 2019



**FOOTHILL-DE ANZA
Community College District**

Book	Board Policy
Section	Chapter 3 - General Institution
Title	Public Records (formerly Public Inspection of District Records)
Code	BP 3300 (formerly BP 1120)
Status	Up For Revision
Legal	Government Code Section 6250-6257
Adopted	October 4, 1976
Last Revised	November 15, 1993
Origin	formerly BP 1120 - Legally required. Replace language from 1993 and move operational processes to new administrative procedure.
Office	Chancellor's Office
Next Review	September 1, 2014

~~The general public has a right to inspect and receive copies of certain records of the District in accordance with Sections 6250 to 6257 of the Government Code. The following procedures will be maintained in making records available:~~

- ~~1. A request for inspection or copies will be made in writing and will specify the records desired.~~
- ~~2. The District will respond within 10 days after receipt of such a request whether it will comply with the request.~~
 - ~~a. If a positive response to the request, the District will include in its communication a reasonable time and place for the inspection of records and/or delivery of copies and the costs involved.~~
 - ~~b. If a negative response, the District will advise the reasons that influenced the decision.~~

~~Records that are exempt from public disclosure may not be inspected. Examples of such records are preliminary drafts and interoffice memoranda, records pertaining to litigation, personnel files, test questions and other examination data, and information provided to the District on a confidential basis.~~

The Chancellor shall establish procedures for records management, including access by the public, that comply with the requirements of the California Public Records Act.

Approved 10/4/76
Amended 11/15/93



FOOTHILL-DE ANZA
Community College District

Book	Administrative Procedures
Section	Chapter 3 - General Institution
Title	Public Records
Code	AP 3300
Status	New
Legal	Government Code Sections 6250 et seq.
Origin	Legally required

(CCLC note: This procedure is legally required. Local practice may be inserted, but should conform to the following general principles.)

Members of the public may request to inspect or copy public records. A request by a member of the public may be delivered by mail or in person to the Chancellor's Office, Foothill-De Anza Community College District, 12345 El Monte Road, Los Altos, California 94022. The Chancellor will assign the request to the Coordinator of Communications and Public Affairs or the appropriate administrator for routing and response.

Any request shall identify with reasonable specificity the records that are sought. If additional information is needed, the Coordinator of Communications and Public Affairs or the administrator designated to coordinate the response may request it be provided in writing.

Any request to inspect records shall be made sufficiently in advance of the date of inspection to allow staff members time to assemble the records and identify any records that may be exempt from disclosure.

Records that are exempt from disclosure under the Public Records Act or any other provision of law may not be inspected or copied by members of the public. Social security numbers must be redacted from records before they are disclosed to the public.

Members of the public shall be assisted in identifying records or information that may respond to their request. Assistance that will be provided includes: the information technology and physical location in which the records exist; practical suggestions for overcoming denial of access to the records or information; and the estimated date and time when the records will be made available.

Within ten days, the Coordinator of Communications and Public Affairs or administrator designated to coordinate the response will determine whether or not the records can be produced and will communicate the determination to the member of the public requesting the record(s).

(CCLC note: The Public Records Act presumes that all records of a public agency are public, unless specifically exempted by law. There are now well over a hundred exemptions contained in California law, although most will never apply to a community college district. (See Government Code Sections 6254 et seq. and 6275 et seq.) Any questions about whether a document is exempt should be referred to counsel.)

The Public Records Act presumes that all records of a public agency are public, unless specifically exempted by law. The most common exemptions for community colleges include:

- Student records. (Education Code Section 76243)
- Preliminary drafts, notes, or interagency or intra-agency memoranda that are not retained by the public agency in the ordinary course of business, provided that the public interest in withholding the records clearly outweighs the public interest in disclosure. (Government Code Section 6254(a))
- Records pertaining to pending litigation ...or to claims...until the pending litigation or claim has been finally adjudicated or otherwise settled. (Government Code Section 6254(b))
- Personnel, medical or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy (Government Code Section 6254(c))
- Test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment, or academic examination [except for standardized tests provided for by Education Code Sections 99150 et seq.]. (Government Code Section 6254(g).)
- The contents of real estate appraisals or engineering or feasibility estimates and evaluations relative to the acquisition of property, or to prospective public supply and construction contracts, until all of the property has been acquired or all of the contract agreement obtained. (Government Code Section 6254(h)).
- Internet posting of home address or telephone numbers of local elected officials. (Government Code Section 6254.21)
- Home addresses, home telephone number, cellular phone number, and date of birth of employees of a school district or county office of education (other than to an agent or family member of the employee, to an officer of another school district when necessary, to an employee organization, or to an agency or employee of a health benefit plan). (Government Code Section 6254.3)
- Personal email addresses (other than to an agent or family member of the employee, to an officer of another school district when necessary, to an employee organization, or to an agency or employee of a health benefit plan) unless the email address is used by the employee to conduct public business, or necessary to identify a person in an otherwise disclosable communication. (Government Code Section 6254.3(b))
- Records regarding alternative investments (i.e. an investment in a private equity fund, venture fund, hedge fund, or absolute return fund; limited partnership, limited liability company or similar legal structure) involving public investment funds, unless already publicly released by the keeper of the information.
- Information security records, if disclosure of that record would reveal vulnerabilities to, or otherwise increase the potential for an attack on, the District's information technology system.
- Identification number, alphanumeric character, or other unique identifying code that a district uses to identify a vendor or contractor, or an affiliate of a vendor or contractor, unless the identification number, alphanumeric character, or other unique identifying code is used in a public bidding or an audit involving the public agency. (Government Code Section 6254.33.)



**FOOTHILL-DE ANZA
Community College District**

Book	Board Policy
Section	Chapter 6 - Business and Fiscal Affairs (including former Article 3 - Business, Operations, Systems and Facilities)
Title	Parking (formerly Vehicular Traffic and Parking and Transportation)
Code	BP 6750 (formerly BP 3218 and 3218.5)
Status	Up For Revision
Legal	California Code of Regulations, Title 5, Section 54100 Education Code Section 76360 Vehicle Code Section 21113 Vehicle Code Section 40220
Adopted	August 16, 1999
Origin	Legally required - CCLC update to add legal reference. Replace outdated language from 1999 and adopt new administrative procedure.
Office	Vice Chancellor Business Services

~~BP 3218 Vehicular Traffic~~

~~In order to ensure the orderly and safe use of all District facilities, the Board of Trustees authorizes the Chancellor or designee to regulate vehicular traffic on District property. The administration shall develop and publicize regulations for implementation and employ appropriate means of enforcement.~~

~~See District Parking & Traffic Regulations~~

~~Approved 3/15/76~~

~~Amended 8/16/99~~

~~BP 3218.5 Parking and Transportation~~

~~The Board of Trustees may require that students and/or employees of the District who use District parking services pay a fee, fixed by the Board, for these services. In order to encourage ridesharing and carpooling, the Board may reduce this fee for those students commuting to the college with two or more passengers. The Board may also require the payment of a fee by persons other than students and employees who use parking services.~~

~~Fees collected shall be deposited in a designated fund and expended only for parking services or for reducing the costs to students and employees using public transportation to and from the college.~~

~~The Board shall ensure that parking is provided in areas most easily accessible to facilities for students with disabilities or those providing transportation for such students.~~

The Chancellor shall establish such administrative procedures regarding vehicles and parking on campus as are necessary for the orderly operation of the instructional program. No person shall drive any vehicle or leave any vehicle unattended on the campus except in accordance with such procedures.

Parking fees may be established in accordance with these board policies.

[See District Parking & Traffic Regulations](#)

[See Administrative Procedure 6750 Parking](#)

[See Board Policy 5030 Fees](#)

[See Administrative Procedure 5030 Fees](#)

Approved 8/16/99

Last Modified by Paula J Norsell on January 9, 2019



FOOTHILL-DE ANZA
Community College District

Book	Administrative Procedures
Section	Chapter 6 - Business and Fiscal Affairs (including former Article 3 - Business, Operations, Systems and Facilities)
Title	Parking
Code	AP 6750
Status	New
Legal	Education Code Section 76360 Vehicle Code Section 21113 Vehicle Code Section 40220
Origin	Legally required. CCLC update to add legal citation and new requirement for parking citation payment plan. The district has not yet adopted this procedure.

(CCLC note: This procedure is legally required. Local practice may be inserted. The following example will satisfy all requirements.)

These procedures are intended to promote the safe and orderly movement of traffic within District property for the safe and orderly parking of vehicles and bicycles.

All applicable provisions of the California Vehicle Code are expressly applicable both on and off paved roadways.

Parking of motor vehicles and bicycles is limited to specially designated areas. Fee permits are required. Vehicles or bicycles parked in violation of the provisions of this code are subject to fines, towing, or impoundment.

All persons who enter the college campuses are charged with knowledge of the provisions of this procedure and are subject to the penalties for violations of such provisions.

(CCLC note: Insert provisions for charging and collecting parking fees.)

(CCLC note: AB 503, which amended Vehicle Code Section 40220, requires districts that issue parking citations to adopt a parking citation payment plan for individuals with multiple unpaid parking citations. The payment plan must be posted on the District's website. If a district that issues citations does not implement a parking citation payment plan by August 1, 2018, it must implement the parking citation payment plan in Vehicle Code Sections 40220 subdivisions (a)(1)(A)-(C) and 40220 subdivision (c).)

The District Parking and Traffic Regulations include provisions for charging and collecting parking fees and the availability of a parking citation payment plan for individuals with multiple unpaid parking citations.

In accordance with California Vehicle Code Section 21113, the District will enforce these procedures by issuing citations.

[See District Parking and Traffic Regulations](#)

See Board Policy 6750 Parking

[See Board Policy 5030 Fees](#)

[See Administrative Procedure 5030 Fees](#)



**FOOTHILL-DE ANZA
Community College District**

Book	Board Policy
Section	Chapter 5 - Student Services (including former Article 5 - Students)
Title	Nonresident Tuition
Code	BP 5020
Status	Up For Revision
Legal	California Code of Regulations, Title 5, Section 54045.5 Education Code Section 68050 Education Code Section 68051 Education Code Section 68052 Education Code Section 68130 Education Code Section 68130.5 Education Code Section 76140 Education Code 76141
Adopted	January 4, 1999
Last Revised	May 4, 2015
Origin	formerly BP 5015 - Revised to reflect the legislative change in the deadline for adoption
Office	Vice Chancellor Business Services/College Presidents
Upload	February 18, 2015

Nonresident students shall be charged nonresident tuition for all units enrolled unless specifically required otherwise by law.

Not later than ~~February 1~~ **March 1** of each year, the Chancellor shall bring to the Board for approval an action to establish nonresident tuition for the following fiscal year. The fee shall be calculated in accordance with guidelines contained in applicable state regulations and/or the California Community College Attendance Accounting Manual.

The Chancellor shall establish procedures regarding collection, waiver, and refunds of nonresident tuition.

The Chancellor is authorized to implement a fee to nonresident students that will be expended for purposes of capital outlay, maintenance, and equipment. The Board finds and declares that this fee does not exceed the amount expended by the district for capital outlay in the preceding year divided by the total full time equivalent students (FTES) in the preceding fiscal year.

Students who would otherwise be charged this fee shall be exempt if they demonstrate that they are a victim of persecution or discrimination in the country of which they are a citizen and resident, or if they demonstrate economic hardship.

Students shall be deemed victims of persecution or discrimination if they present evidence that they are citizens and residents of a foreign country and that they have been admitted to the United States under federal regulations permitting such persons to

remain in the United States. Students shall be deemed to have demonstrated economic hardship if they present evidence that they are citizens and residents of a foreign country and that they are receiving Temporary Assistance for Needy Families Program, Supplemental Income/State Supplementary benefits, or general assistance.

Students who would otherwise be charged this fee shall be exempt if they demonstrate that they have a parent who has been deported or was permitted to depart voluntarily, they moved abroad from California as a result of that deportation or voluntary departure, and they attended a public or private secondary school in the state for three or more years. Upon enrollment, students who qualify for this exemption must be in their first academic year as a matriculated student in California public higher education, live in California, and file an affidavit with the District stating that they intend to establish residency in California as soon as possible.

[See Administrative Procedure 5020 Nonresident Tuition](#)

Approved 1/4/99
Amended and renumbered (formerly BP 5015) 5/4/15

Last Modified by Paula J Norsell on February 14, 2019