



Chancellor's Advisory Council

Meeting Agenda

March 11, 2022, 9:00-10:30 a.m.

Zoom

<https://fhda-edu.zoom.us/j/91043422232?pwd=bDBiUFY2LzVlYUdNcEJ6eUdDZlFVUT09>

(information to connect by phone below)

AGENDA TOPIC	PURPOSE/DESIRED OUTCOME	DISCUSSION LEADER
1. Welcome and introductions	<i>I</i> – Allow council members and guests to identify each other by name and constituent group represented and/or role at the colleges/district.	Judy Miner
2. Approval of February 11, 2022, meeting summary (<i>attachment 2</i>)	<i>A</i> – Provide accurate record of previous meeting.	Judy Miner
3. Executive administrators search timeline (<i>to be distributed</i>)	<i>I</i> – Share information with constituencies	Judy Miner
4. District initiatives update (standing item) <ul style="list-style-type: none"> Affordable Housing Task Force update 	<i>I/D</i> – Broaden awareness regarding districtwide initiatives, provide feedback/advice, and share information with constituencies.	Judy Miner Eric Reed
5. Board of Trustees Priorities 2021-22 (standing item)	<i>I/D</i> – Gain understanding of 2021-22 priorities adopted by the Board of Trustees and how the priorities are being implemented at the colleges and Central Services. Provide feedback, and share information with constituencies.	Judy Miner
6. Enrollment management (standing item)	<i>I/D</i> – Gain understanding of enrollment initiatives, provide feedback/advice, and share information with constituencies.	Bernadine Fong Lloyd Holmes
7. 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 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 	<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
8. Dates to remember/other information and updates	<i>I</i> – Share information for council members to disseminate to constituents.	All

I – Information, D – Discussion, A – Action

2021-22 Chancellor's Advisory Council meeting dates:

<i>October 22, 2021</i>	<i>March 11, 2022</i>
<i>November 12, 2021</i>	<i>April 15, 2022</i>
<i>January 14, 2022</i>	<i>May 20, 2022</i>
<i>February 11, 2022</i>	<i>June 10, 2022</i>

One tap mobile: US: [+14086380968,,91043422232#](tel:+14086380968,91043422232) or [+16699006833,,91043422232#](tel:+16699006833,91043422232)

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Meeting ID: 910 4342 2232

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FOOTHILL-DE ANZA
Community College District
Office of the Chancellor

CHANCELLOR'S ADVISORY COUNCIL
Meeting Summary
February 11, 2022

Present: Melissa Aguilar (for Mallory Newell), Rick Andrews, Cheryl Balm, Anthony Cervantes, Susan Cheu, Karen Chow, Lloyd Holmes, Adrienne Hypolite, Aaron Izquierdo, Kathryn Maurer, Kevin Metcalf, Judy Miner, Joe Moreau, Scott Olsen, Kathy Perino (for Tim Shively), Sarah Wallace

Guests: Becky Bartindale, Mary Donahue, Christina Espinosa-Pieb, Jory Hadsell, , Eric Reed, David Ulate

1. Welcome and introductions

Chancellor Miner welcomed council members and guests.

2. Approval of January 14, 2022, meeting summary

The January 14, 2022, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus. In response to Cheryl's question concerning the request included in the summary for the district to create a COVID-19 case dashboard, Judy advised that with limited staff to handle the extra workload, the distribution of test kits was prioritized over the development and updating of dashboard. Scott noted that 87 percent of respondents in the Association of Classified Employees (ACE) survey want the district to maintain a dashboard, and Melissa added that 77 percent of Teamsters respondents were in favor of such.

3. Board policies and administrative procedures (First reading)

Draft BP 3507 COVID-19 Vaccination Interim Policy (Revised)

The council approved the revisions to the COVID-19 vaccination policy by consensus.

Draft AP 3507 COVID 19 Vaccination Requirement (Revised)

Judy proposed additional changes to the vaccination administrative procedure based on feedback received from council members. Following discussion, the council approved the following changes to the procedure in addition to the changes previously proposed:

First paragraph

In order to access campus/programs, a student or employee **will** ~~may~~ be asked to provide certification of having received an approved COVID-19 vaccine and up-

to-date boosters. **Visitors may be asked to provide certification except when attending activities governed by the Brown Act.**

Fourth paragraph

~~The Chancellor's Cabinet may, on rare occasions, consider extenuating or individual circumstances regarding being unvaccinated. Any such consideration shall be consistent with all applicable District policies including those prohibiting discrimination, harassment, and retaliation based on protected status or activity.~~

It was noted that proof of having received a booster, for those eligible, would be required as of the start of the spring quarter for students and employees who intend to be on campus.

Draft BP 2712 Conflict of Interest Code

The council approved the revisions to the conflict of interest code policy by consensus.

4. **District Technology Plan**

The council approved the District Technology Plan recommended by the Education Technology Advisory Committee by consensus. Council members acknowledged that Foothill College has not yet approved its updated plan, so any substantive changes from Foothill will be incorporated into the district plan and brought back to the council for approval at a later date.

6. **District initiatives update**

Affordable Housing Task Force update

Eric shared the attached proposed off-campus siting criteria recommended by the Affordable Housing Task Force. Melissa advised that De Anza has classes that end after 11:00 p.m., so the criterion for transit stops may need to be adjusted. Cheryl recommended that access to bike routes be considered.

Eric advised that the task force will next discuss issues such as affordability, how long people will be eligible for housing, and wrap around services. Judy suggested that the task force contact the Office of Supportive Housing for affordability criteria.

7. **Board of Trustees Priorities 2021-22**

Discussion postponed due to time constraints.

8. **Enrollment management**

Discussion postponed due to time constraints.

9. **District Governance Committee/Constituent Group Reports**

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

No report given.

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

No report given.

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

Discussion postponed due to time constraints.

10. Dates to remember/other information and updates

Discussion postponed due to time constraints.

The meeting adjourned at 10:30 a.m.

DRAFT

February 3rd, 2022

Chancellor Judy Miner
FHDA Board of Trustees
Chancellor's Advisory Council

The Affordable Housing Task Force was created to provide transparency and full participation by all stakeholders as the Chancellor, Board of Trustees, and Chancellor's Advisory Council make decisions about providing affordable housing to the students, staff and faculty of Foothill-De Anza. The Task Force is composed of students, staff, faculty and an administrative liaison, representing the Foothill and De Anza campuses and Central Services. The Task Force has been meeting twice per month to support these efforts.

Given the link between student engagement and success, we recommend that the district examine the feasibility of on-campus affordable housing on both campuses. When considering off-campus sites, we unanimously recommend that the district use the following criteria in selecting a site. We find that these criteria apply equally whether considering housing for students, staff, faculty, or a mix of groups.

Distance to Campus

In developing this criterion, we recognize that our constituents who qualify for affordable housing may not own reliable transportation. We recognize that travel time is a serious opportunity cost. For students, travel time could have been time spent studying or earning money to support the cost of college. For faculty, travel time could have been time spent supporting students or contributing to their college. For all groups, travel time is time away from family and from mental health breaks.

We also recognize that classes are offered early, starting at 7:30AM, late, ending at 10:30PM, and on weekends.

Criterion: There should be a transit stop within a five-minute well-lit walk from the housing facility. Between the hours of 7:30 AM and 10:30 PM Monday through Friday, and 7:30 AM – 3PM Saturday, a complete trip to either campus including transfers should take no more than thirty minutes. Alternatively, a site could be 15-30 minutes by bike if a bike loan program is available and accommodations are made for those who cannot ride a bicycle. If there are two sites intended to serve constituents from each campus separately, then this criterion may apply to each campus separately.

Distance to Food

Residents should have access to a good selection of fresh, healthful, and affordable food. It is difficult to bring food home on public transportation. The USDA defines medium walkability to fresh food as one mile away at a maximum.

Criterion: There should be a full-service supermarket that accepts EBT within a one mile walk of the housing facility, with a safe and well-lit walking path.

Safety

In order for potential residents to consider district affordable housing, they must feel safe.

Criterion: The streets and sidewalks near the housing facility should be well-lit and well-maintained. Long-term, safe, and free parking should be available to residents.

Health Care

Criterion: There should be a hospital or urgent care facility within a thirty-minute bus ride from the housing facility.

Child Care

We recognize that residents from all three groups may have young children. In order to focus effectively on work or study, they must be confident that their children are safe and thriving.

Criterion: There should be an affordable pre-K facility within two miles of the housing facility.

Green Space

Backed with scientific evidence, the United Nations finds that “reducing socioeconomic disparities in the availability of urban green spaces can help to reduce inequalities in health related to income, minority status, disability and other socioeconomic and demographic factors.”

Criterion: There should ideally be green space within the boundaries of the housing facility, or a public open space within one mile of the housing facility.

In Unanimity,

Foothill – De Anza Affordable Housing Task Force:

Stacey Carrasco
Central Services

Veronica Casas
Hernandez
Classified Senate
Foothill College

Erika Flores
Classified Senate
De Anza College

Alfred Guzman
Multicultural Staff
Association

Lita Kurth
Academic Senate -
De Anza College

Kellie Phung
Associated Students
Foothill College

Eric Reed
Facilitator

Anahi Ruvalcaba
De Anza
Student Government

Kerry Ryer
Academic Senate
Foothill College

David Ulate
Administrative
Liaison