



**FOOTHILL-DE ANZA  
Community College District  
Office of the Chancellor**

**CHANCELLOR'S ADVISORY COUNCIL  
SUMMARY  
November 15, 2013**

Present

*Linda Thor, Orlando Aguon, Charles Allen, Margaret Bdzil, Randy Bryant, Karen Chow, Leo Contreras, Isaac Escoto, Araceli Kaliangara, Meredith Heiser for Rich Hansen, Kevin Harral, Kevin McElroy, Judy Miner, Shelley Schreiber for Blanche Monary, Brian Murphy, Dorene Novotny, Roberto Sias, Adiel Velasquez*

**I. Welcome**

Chancellor Thor welcomed the council to the first physical meeting of the 2013-2014 academic year and asked members to introduce themselves.

**II. Review of CAC Charge**

The council reviewed its charge, purpose, and ground rules.

**III. Approval of June 14, 2013, and October 18, 2013, E-Meeting Summaries**

The June 14, 2013, and October 18, 2013, e-meeting summaries were approved without changes.

**IV. New Board Policies and Administrative Procedures**

BP 2200 Board Philosophy, Mission, and Roles and Responsibilities  
BP and AP 6740 Citizens' Bond Oversight Committee (CBOC)

Linda explained that when the policies and procedures listed in the October 18, 2013, e-meeting summary were sent out to the council electronically for review in early September, De Anza Academic Senate President Mayra Cruz asked that the proposed new Board Philosophy, Mission, and Roles and Responsibilities (BP 2200) policy and the new policy and procedure regarding the Citizens' Bond Oversight Committee (BP/AP 6740) be discussed further by the council.

She shared Mayra's suggestion that the Board create more intentional language regarding standards, expectations, and/or goals for student success and student achievement in BP 2200 and Mayra's concern regarding the statement in AP 6740 that the Board, "in its sole discretion" is responsible for establishing the priority and order of bond projects. Linda clarified that BP 2200 incorporates the Board's previously approved mission, philosophy, and roles and responsibility statements into policy. Additionally, she advised that section 3.5(b) of AP 6740 reflects the language of the CBOC bylaws adopted by the Board of Trustees when the committee was initially established and that the questioned statement is intended to distinguish between the roles of the Board and the CBOC.

The Council approved BP 2200, BP 6740, and AP 6740 as presented by consensus. Linda noted that the policies would be presented to the Board of Trustees for first reading and approval at a future meeting to be determined.

**V. Board Policies to Be Retired**

BP 1160 Catalogs  
BP 1200 Public Performances by Students  
BP 1210 Contests for Students  
BP 1220 Use of Students as Volunteers in Community Services Projects

Linda reported that Mayra also asked for further discussion of board policies regarding catalogs (BP 1160), public performances by students (BP 1200), contests for students (BP 1210), and use of students as volunteers in community services projects (BP 1220) that were recommended for retirement. She noted that the referenced policies were adopted over 20 years ago, have not been reviewed since adoption, and are not legally required, legally advised, or recommended as best practice. Randy reported that the De Anza College Academic Senate agreed that the policies should be retired but wanted to make sure that each college develops a process to ensure that electronically searchable catalogs are maintained.

The council approved by consensus the retirement of BP 1160, BP 1200, BP 1210, and BP 1220.

**V. Other Information and Updates**

Dorene advised that Human Resources recently concluded open enrollment and is getting ready for the next round of discussions regarding 2015 benefits. She confirmed that employees will see the recently approved cost of living adjustment (COLA) and retroactive pay in November paychecks and explained that the process necessary to implement the increase in Banner was very complicated. Dorene also spoke about implementation of new recruitment and online training programs and provided an update regarding meetings of the District Diversity and Equity Advisory and Human Resources Advisory committees.

Roberto reported that the Foothill College Classified Senate has adopted a student equity focus and mentioned an upcoming joint meeting with the presidents of the De Anza College and Central Services classified senates.

Margaret commented that the De Anza College Classified Senate has filled most of its vacant positions and plans to concentrate on safety/emergency management, professional development and leadership, and employee recognition.

Leo advised that nominations for California School Employees Association officers are underway and that the new officers will be seated January 1.

Brian reported that the police released a composite drawing of the suspect in the recent sexual assault on campus and spoke of the steps being taken to educate students and reassure them of their safety.

Kevin McElroy complimented the team that worked out the issues surrounding the implementation of the COLA and cited positive reports from the state concerning revenue projections and budget stability for 2014-2015.

Judy announced plans to hire 13 new faculty for fall 2014 and discussed new opportunities available for classified staff development.

Charles reported that although visible progress on the demolition of the blue cube at the Education Center site is limited, much of the interior work has been completed.

Kevin Harral advised that Foothill College experienced an 11 percent increase in financial aid applications with 20,000 students receiving \$45 million in assistance during the recently concluded academic year.

Araceli spoke about the upcoming Central Services Classified Senate holiday party, expressed hope that all three classified senates in the district would join together for the retreat again next year, and encouraged those present to complete the training necessary to serve as an equal opportunity representative on hiring committees.

Meredith provided an update regarding the Faculty Association's Political Action Committee student internship program, noting that the current focus is on pension reform and accreditation issues.

Karen, Isaac, and Randy shared information about the recent Academic Senate for California Community Colleges plenary session. They noted that accreditation issues and progress on the associate degree for transfer (ADT) were hot topics. With regard to the community college baccalaureate degree discussion, Randy advised that there was some resistance expressed regarding mission creep, but senators expressed a willingness to keep the discussion open. Linda advised that the Baccalaureate Degree Study Group on which she served will soon submit a report of its work to the California Community Colleges Chancellor's Office. She outlined some of the defined values and principles, including avoiding unnecessary duplication, ensuring adequate funding, and addressing critical workforce needs, and discussed anticipated legislative proposals.

Randy spoke about the Automotive Technology Department's canned food drive, scholarships, and grants.

Adiel advised that the Associated Students of Foothill College (ASFC) is working to market the Ecompass, strengthen the manner in which the budget is handled, and partner with the De Anza Associated Student Body. He also reported that a food bank is available to students Mondays, Wednesdays, and Fridays in the ASFC office from 10:00 a.m. – 2:00 p.m.

#### Online Education Initiative

The council held a lengthy discussion regarding the \$16.9 million Online Education Initiative grant recently awarded to the district and scheduled to begin December 1. Linda explained that the initiative stems from the governor's desire to make a comprehensive learning management platform available to all 112 community colleges free of charge. In addition to the development of an online course exchange on a common distance education management platform, required components of the grant include development of online associate degrees for transfer (ADT), basic skills strategies and/or support, faculty and staff professional development, credit for prior learning and credit by examination, and comprehensive student services available around the clock. The district is partnering with Butte-Glenn Community College District, which has experience hosting the California Virtual Campus, CCC Apply, and CCC Confer and was recently awarded the state grants for common assessment and education planning. Linda noted that input, participation, and consensus building will be key to making the initiative successful, and the governance structure for the initiative will include a statewide advisory group overseeing

subcommittees that will focus on academic affairs, student services, professional development, and technology. A leadership team of recently retired community college, California State University, and University of California experts has been identified to start work on projects such as environmental scans while a permanent team is recruited.

Linda indicated that the grant provides the opportunity for the district to infuse its values and priorities throughout the system in order to make a significant contribution to student success and equity statewide. She expressed hope that both colleges would be early beneficiaries of the initiative by piloting the platform and advised that there will be significant opportunities for faculty release time and stipends as well as classified staff employment. She noted that in addition to the initial grant award, the district is eligible for supplementary funding of \$10 million each July 1 for four years. Information sessions will be held at both colleges during the second week of the winter quarter.

Chancellor Thor adjourned the meeting at 3:10 p.m.