



FOOTHILL-DE ANZA  
Community College District

Office of the Chancellor

## CHANCELLOR'S ADVISORY COUNCIL

### Meeting Summary

January 17, 2020

Present: Becky Bartindale, Leonardo Blas, Anthony Cervantes, Susan Cheu, Karen Chow, Isaac Escoto, Christina Espinosa-Pieb, Heidi King, Gracian Lecue, Kristy Lisle, Christine Mangiameli (for Chris White), Kevin Metcalf, Shelly Michael, Judy Miner, Mike Mohebbi, Joe Moreau, Thuy Nguyen, Dorene Novotny, David Ulate, Casie Wheat (for Roland Amit)

#### 1. **Welcome and introductions**

Chancellor Miner welcomed council members and guests and invited self-introductions.

#### 2. **Approval of October 18, 2019, meeting summary**

The October 18, 2019, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus.

#### 3. **Proposed revision to incorporate gender neutral pronouns to council Charge, Purpose, and Ground Rules discussed at October 18, 2019, meeting**

Proposed revisions to the council's Charge, Purpose, and Ground Rules were approved by consensus.

#### 4. **Proposed new administrative procedure (AP) recommended by the Academic and Professional Matters Committee**

AP 5010 Admissions (New)

Council members reviewed the new admissions procedure, which was approved by the Academic and Professional Matters Committee and presented to the council for information and dissemination to constituents. Anthony indicated that the procedure may need to be revised in order to reflect recent changes to adult education.

#### 5. **Draft 2020 Legislative Priorities**

The council reviewed and approved the 2020 Legislative Principles by consensus. Judy advised that the proposed principles would be presented to the Board of Trustees for adoption at the February 3, 2020, meeting. Christine suggested that the district advocate for a change in the way allied health programs are funded given that the programs are very important to the state but also expensive to run. Judy advised that the most effective strategy has been to advocate for increases in overall funding.

**6. Governor's Proposed 2020-21 Budget**

Susan provided an overview of Governor Gavin Newsom's 2020-21 Budget Proposal and indicated that she would send council members a copy of the analysis prepared by the Association of California Community College Administrators, Association of Chief Business Officials, California Community Colleges Chancellor's Office (CCCCO), and Community College League of California following the meeting. She stated that the budget proposal preserves hold harmless funding and makes no changes to the Student Centered Funding Formula but does consolidate various categorical programs, including the California Virtual Campus-Online Education Initiative (CVC-OEI). Joe noted that the CCCCCO has assured CVC-OEI that the consolidation would not affect funding.

**7. District Strategic Plan refresh update**

David reviewed the District Strategic Plan refresh summary, explaining that the line items were derived from the colleges' educational master plan updates and responses to the survey he sent to the council last quarter. He further clarified that the items in green are ones where there does not seem to be a perfect relationship between the college and district plans and the items in orange are not currently represented in the district plan. David asked council members to review the summary prior to the next meeting and send suggestions to him by email.

**8. District Technology Plan assessment**

Joe shared the District Technology Plan assessment for 2018-19, noting that 10 objectives had been completed, 14 were in progress, two were not started, one was withdrawn, and one was postponed for lack of resources. He explained in response to council questions that approximately 40 percent of employees have completed security training, and Educational Technology Services is seeing fewer people falling for phishing scams. He advised that ETS is evaluating a new training product that includes a phishing simulator, which has been shown to be effective but is controversial. Heidi suggested that managers be asked to encourage employees to schedule time for training, so employees don't feel that they have to ask for permission.

Joe also updated the council regarding the roll out of managed print services. With regard to student printing, Leonardo asked if the student governments could help subsidize printing for students. Susan suggested that the student body presidents work with the college finance vice presidents, Bret Watson and Pam Grey, on a strategy to lower costs.

**9. Enrollment management**

They reported that Foothill's nonresident enrollment has seen a significant drop while resident enrollment is fairly flat. She noted that both dual and online enrollments have been growing and apprenticeships are doing well.

Christina advised that De Anza's enrollment is showing a slight decrease but could be close to flat once late start courses are counted. She noted that the college is hitting its productivity target and canceled fewer courses this quarter than in the past.

The council discussed strategies for awarding certificates and degrees under the Student Centered Funding Formula and a new tool created by David Ulate that will help the colleges set goals for meeting the funding formula's metrics.

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

District Budget Advisory Committee [http://www.fhda.edu/\\_about-us/\\_participatorygovernance/C-budget-advisory-committee.html](http://www.fhda.edu/_about-us/_participatorygovernance/C-budget-advisory-committee.html)

Susan advised that the District Budget Advisory Committee met in November to review the First Quarter Report and will meet on January 21, 2020, to review the Second Quarter Report.

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

Dorene reported that equal employment opportunity training records will soon be posted on the Human Resources diversity/equity/accommodation webpage on the district's website and that Pat Hyland, who is working for the district on a temporary basis, is working to add training dates to the calendar.

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

Joe advised that the Educational Technology Advisory Committee (ETAC) is focusing on district compliance with accessibility rules, explaining that the Los Angeles Community College District just settled a significant lawsuit concerning accessibility. He advised that ETAC will bring recommendations forward to Chancellor's Advisory Council.

**Associated Students of Foothill College**

Leonardo reported that international students have complained to him that Foothill-De Anza's insurance rates are higher than those at other districts. Susan asked that Leonardo send her information so the district's Purchasing, Contracts, and Risk Management director can conduct an analysis.

**9. Other Information and Updates**

Discussion of this item was postponed to the next meeting.

The meeting adjourned at 1:01 p.m.