



FOOTHILL-DE ANZA
Community College District

Office of the Chancellor

CHANCELLOR'S ADVISORY COUNCIL

Meeting Summary

February 21, 2020

Present: Roland Amit, Karen Chow, Isaac Escoto, Christina Espinosa-Pieb, Heidi King, Kristy Lisle, Kevin Metcalf, Shelly Michael, Judy Miner, Mike Mohebbi, Joe Moreau, Dorene Novotny, Mary Pape, David Ulate, Chris White

1. **Welcome and introductions**

Chancellor Miner welcomed council members and guests.

2. **Approval of January 17, 2020, meeting summary**

The January 17, 2020, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus.

3. **Proposed revision to administrative procedure (AP) recommended by the Academic and Professional Matters Committee**

- AP 4240 Academic Renewal (Revised)

The council reviewed the revisions to the academic renewal administrative procedure. Mary reported that both college academic senates and the Academic and Professional Matters Committee have approved the changes.

4. **Proposed new board policy (BP) and administrative procedure (AP) (if approved by the Academic and Professional Matters Committee)**

- BP 3518 Child Abuse Reporting (New)
- AP 3518 Child Abuse Reporting (New)

The policy and procedure have not yet been approved by the Academic and Professional Matters Committee, so review by the council was postponed.

5. **District Strategic Plan – Refresh feedback**

David explained in response to Mary's questions that the District Strategic Plan is intended to document how the district supports the colleges' educational master plans. He noted that the college goals listed in the district plan are derived from the college plans. David indicated that he would prepare draft language for the council's review at a future meeting to reflect proposed new strategies (items highlighted in orange in the summary attachment).

6. **Call for 9/17 District Opening Day workshops and program highlights**

Isaac spoke in favor of increasing participation and advance planning for afternoon cross-district department meetings. Joe offered the possibility of inviting Michelle Samura from Chapman University to discuss equity in terms of the physical environment, a topic that would be timely if the district is able to embark on facilities upgrades as a result of voters passing the bond measure.

Heidi suggested offering workshops on both campuses and via Zoom to increase participation of classified employees. Kristy added that a Zoom option would likely attract online and part-time faculty as well. Kevin offered to facilitate a security training workshop via Zoom.

Roland spoke of challenges for Admissions and Records staff who are needed in the office during opening day and suggested that workshops be recorded. Heidi proposed 20-minute “quick bite” sessions to accommodate those who aren’t able to commit to an hour or two-hour session. Dorene recommended that the district develop a repository of trainings.

7. **Enrollment management**

Kristy reported that Foothill college’s enrollment declined in winter and appears to be flat for spring. She noted that dual enrollment, with increases of 78 percent, continues to be a strong point.

Christina advised that the college is cutting back spring courses to meet productivity targets and has met with Fremont Union High School District regarding dual enrollment. She noted that guided pathways, which is led by faculty, will play a huge part in the college’s enrollment management going forward.

Karen spoke of a proposal to allow adult education students to receive a dual enrollment fee waiver. Heidi suggested that the district work to attract students planning to take the California High School Proficiency Examination.

10. **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>

Dorene provided an update regarding increased opportunities for Equal Employment Opportunity training and the availability online of the list of employees who have been trained.

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

Joe advised that the Educational Technology Advisory Committee (ETAC) is hoping that the colleges and district will use the same assessment instrument in gathering input for the revision of technology plans.

Academic Calendar Exploration and Feasibility Analysis Task Force

Dorene reported that the Academic Calendar Exploration and Feasibility Analysis Task Force has been researching the potential impact on finances and equity and achievement gaps of moving from a quarter system to a compressed semester. She noted that the task force is working to finalize student and employee surveys.

De Anza College Associated Student Body

Shelly reported that students are in the midst of budget deliberations and have been advocating for a higher local minimum wage, developing a resource poster to be used collegewide in all classrooms, planning for the March in March, and promoting an initiative for student senator priority enrollment.

De Anza College Academic Senate

Karen reported that both college academic senates are planning for the Academic Senate for California Community Colleges (ASCCC) spring plenary. She announced that a De Anza faculty member has been named the recipient of a Fulbright fellowship.

De Anza College Classified Senate

Heidi spoke of collaborating with the Foothill College and Central Services classified senates on classified professional development day, the theme of which is “Camp Classified--Kumbayawesome!” She noted that the event will include a student panel, field games, and workshops. Heidi asked that classified staff be encouraged to attend and supported in changing work schedules.

Foothill College Academic Senate

Isaac shared a suggestion that the district help offset emissions for air travel to/from conferences. Judy advised that she has asked Susan Cheu to come up with a ballpark figure and consider possible ways to facilitate donations by interested employees. Kristy suggested that perhaps travelers could waive per diem reimbursements for food and have the savings go toward carbon offset.

Isaac reported that the college is hosting the ASCCC Area B meeting on March 27, 2020, which California Community Colleges Chancellor Eloy Oakley is planning to attend.

Foothill College Classified Senate

Mike provided an update of positive developments that have resulted from guided pathway mapping.

The meeting adjourned at 12:59 p.m.