



FOOTHILL-DE ANZA  
Community College District  
Office of the Chancellor

**CHANCELLOR'S ADVISORY COUNCIL**  
**Meeting Summary**  
**February 24, 2023**

**Present:** Cheryl Balm, Skye Bridges, Susan Cheu, Janie Garcia, Jory Hadsell, Lloyd Holmes, Kurt Hueg, Kathryn Maurer, Kevin Metcalf, Judy Miner, Scott Olsen, Tim Shively, Voltaire Villanueva

**Guests:** Danny Acosta, Mary Donahue, Anu Khanna, Eric Reed, Stanley Saraos, Ram Subramaniam, David Ulate

1. **Welcome and introductions**

Chancellor Miner welcomed council members and guests.

2. **Approval of January 13, 2023 meeting summary**

Carla Maitland will bring the past two draft meeting summaries (12/2/2022 and 1/13/2023) to the Chancellor's Advisory Council on April 28, 2023.

3. **View Survey results**

Chancellor Miner distributed a survey via email on February 14, 2023, requesting feedback by February 23, 2023, from both our students and employees about whether the district should consider ending the district's COVID-19 vaccine mandate for students and employees as of the start of the spring quarter and would like to get your feedback regarding the proposed change. The survey yielded 2,204 responses of which 1,207 (55%) said yes, and (45%) 997 said no.

Some of the reasons we believe a change makes sense at this time are the end of California's COVID-19 state of emergency, abandonment of plans for a statewide vaccination requirement for K-12 students, and the action of many community college districts and other organizations to remove or consider removal of vaccine mandates.

A majority of the members of the Chancellor Advisory Council abstained from the roll call vote and stated they would need time to further poll their constituency members. Tim Shively voted no, and all the administrators on the council voted yes, in support of the removal of the vaccine mandate at the February 24 Chancellor's Advisory Council meeting.

Cheryl Balm noted that this item was listed on the February 28, 2023, Regular Board meeting agenda for a first read under the Board Business category and made the request to Chancellor Miner that the item be brought back to the Board for action under the same category of Board Business rather than the Consent Calendar for the Second Reading.

Chancellor Miner agreed with Cheryl's recommendation and directed Carla Maitland to add the item to the March 13 Regular Board meeting under the Board Business category for the Second Reading.

**4. Please review the drafts of the following Administrative Procedures**

Chancellor Miner noted that the revised Draft to BP 3507/AP 3507 COVID-19 Vaccination Interim Policy would be tabled at this time, so that the representatives from their constituencies could poll their members and report back.

Danny Acosta spoke about the required revisions associated with AP 6870 Police Department to incorporate Community Policing into the Administrative Procedure. There were no further edits requested to the first reading of draft AP 6870 Police Department.

Cheryl Balm thanked Kathryn Maurer and Kathy Perino with the Faculty Association for their hard work to wordsmith and revise (Section C. Faculty Hiring) only of AP 4130 District Hiring Procedures.

Cheryl Balm noted that both Academic Senates (De Anza Academic Senate and Foothill College Academic Senate) have approved this version of (Section C. Faculty Hiring) only of AP 4130 District Hiring Procedures.

AP 4130 District Hiring Procedures (Section C. Faculty Hiring) only, will come back to the March 17, 2023, Chancellor's Advisory Council meeting for a second reading.

**5. Accreditation items – Mission Statement Revision**

David Ulate presented the incorporated feedback from the January 13, 2023, meeting and presented this to the Chancellor's Advisory Council.

Chancellor Miner thanked everyone on the council for providing their thoughts and feedback to the Mission Statement.

Janie Garcia requested an addition of service programs to the Mission Statement. The edit was incorporated by David Ulate and Chancellor Miner asked that this be brought back one last time on March 17, 2023.

**6. Board Policy/Administrative Procedure Revision Requests**

Cheryl Balm noted that Clean Air De Anza De Anza (CADA) reached out 4-5 years ago, pre-pandemic to the De Anza College Council requesting that De Anza College reconsider becoming a smoke-free campus to include banning smoking and/or vaping on the campus. Cheryl would like to revisit updating/revising the BP 3217 Non-Smoking Areas and AP 3217 3217 Non-Smoking Areas to eliminate smoking areas and become smoke free.

Chancellor Miner gave a recap of the movement to migrate to a smokefree campus and the exact item was brought up in 2018 during the spring quarter.

Susan Cheu noted that a revised draft of AP 7400 Travel policy will be brought to the March 13, 2023 Chancellor's Advisory Council and Scott Olsen thanked Susan and her team for the revised draft.

Judy Miner expressed that there are several Board Policies (BPs) and Administrative Procedures (APs) that need to be updated as they relate to Accreditation. Kathryn Maurer offered her time and support to update and map out the BPs and APs with Anu Khanna. Judy Miner noted that Carla Maitland is responsible for updating these policies.

## 7. **District initiatives update**

Eric Reed gave an update to the Chancellor's Advisory Council and stated that Brailsford & Dunlavy had given them a preliminary estimate of preliminary rents that could be charged for dormitory style-student housing that could be sustainable in regards to maintenance, day-to-day operations, capital improvements such as a new roof in 20 years, landscaping, and security, etc.

Brailsford and Dunlavy provided a range of sustainable rents and Eric Reed asked them to bump up the costs to cover some of the indirect costs associated with student housing. Estimates range from \$350/month for a traditional shared dorm room experience through \$620/month for a private room in a 2-room dorm room experience, with a one-bathroom suite. And for those who seek their own single one-bedroom apartment estimates are near \$1,930/month for a 400-unit student housing site.

He indicated that the students who participated in the housing survey said they could afford to pay \$700 to \$800 for rent per month.

He reminded the Chancellor's Advisory Council that the estimates for student housing are coming in so low because Brailsford and Dunlavy is looking at using district owned land sites and the financing costs are nearly non-existent with the bond dollars available in Measure G.

Susan Cheu did caution that the rent estimates are heavily dependent upon the capacity of the building to be constructed as a 400-unit structure and she was not certain that the land sites could sustain the potential 400-units; therefore, the rent costs could be hire due

to the actual number of units that are programmed into the building. Susan Cheu thanked Eric Reed for incorporating/requesting a 20% indirect cost within the market analysis.

Chancellor Miner asked Eric Reed if Brailsford and Dunlavey gave them a total cost estimate to build a 400-unit student housing structure? Eric replied no, as he was estimating there would be 200-units available at each campus.

Chancellor Miner noted that the footprint is highly dependent upon the height or number of stories of the building and the costs continue to soar the higher you build.

Tim Shively noted that the design of the student housing building would have to be both civically responsible and aesthetically complimentary to the surrounding area within the City of Cupertino and their City Council.

Judy Miner gave an update on the recent meetings that she and Susan Cheu attended concerning housing opportunities and noted the plots of land would not be sufficient for the number of units we are looking to build.

Chancellor Miner thanked Eric for all of his work developing the criteria for student housing.

8. **Board of Trustees 2022-23**

No discussion occurred on this item.

9. **Enrollment management**

No discussion occurred on this item.

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

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

11. **Dates to remember/other information and updates**

No comments.

Meeting adjourned at 10:30 a.m.