



FOOTHILL-DE ANZA  
Community College District  
Office of the Chancellor

**CHANCELLOR'S ADVISORY COUNCIL**  
**Meeting Summary**  
**March 11, 2022**

Present: Melissa Aguilar (for Mallory Newell), Rick Andrews, Cheryl Balm, Susan Cheu, Karen Chow, Jory Hadsell, Kevin Harral, Fatai Heimuli, Lloyd Holmes, Adrienne Hypolite, Kathryn Maurer, Kevin Metcalf, Judy Miner, Scott Olsen, Kathy Perino (for Tim Shively), Elvin Ramos, Sarah Wallace, Myisha Washington

Guests: Daniel Acosta, Becky Bartindale, Sushini Chand, Mary Donahue, Christina Espinosa-Pieb, Eric Reed, David Ulate

**1. Welcome and introductions**

Chancellor Miner welcomed council members and guests.

**2. Approval of February 11, 2022, meeting summary**

The February 11, 2022, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus.

**3. Executive administrators search timeline (attached)**

Judy shared a broad timeline for hiring the vice chancellors of Technology and of Human Resources & Equal Opportunity, the Foothill College president, and the new chancellor. She spoke about challenges in attracting qualified candidates and reminded council members that candidates are interviewing us as we interview them, so it is important that those participating on search committees are kind and maintain confidentiality. Judy asked that constituent leaders consider placing people on hiring committees who have some knowledge or experience related to the position and refrain from having the same people serve on every committee. She also advised that no open forums are planned for the vice chancellor finalists.

Cheryl asked about plans for reviewing the district's equal employment opportunity training, and Judy advised that because Pat Hyland has needed to take leave, there are no plans to make changes at this time. Scott expressed concerns about the need for Human Resources to continue operations despite the shortage of personnel and asked if there are plans to backfill Pat's position. Myisha explained that the district is in the process of recruiting and hiring a Director of Equity and Professional Development, the position responsible for equal employment opportunity training, and Judy added that there have been discussions with some former Human Resources management about serving in interim positions.

Kathryn asked if a more detailed timeline for the Foothill president search, including dates of forums to provide input into the presidential profile, could be shared with the college. Judy agreed to ask Bernadine to work on the schedule.

4. **District initiatives update**

Affordable Housing Task Force update

Eric reported that the Department of Finance has recommended approval of the district's application for the Higher Education Student Housing grant, which would provide \$270,000 for a housing feasibility study.

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

Judy shared additional efforts to accomplish the governing board's housing priorities and stated that she hopes to be able to make an announcement by the end of the year.

6. **Enrollment management**

Lloyd indicated that De Anza College is surveying students and working with deans and faculty to adjust the schedule in an attempt to increase enrollment. Judy reported an increase in international student applications for fall and advised that the district is working closely with NOVAworks to increase opportunities for working learners and to secure federal grants for students needing help in meeting the total cost of attendance.

7. **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 reported that the District Budget Advisory Committee reviewed the Governor's Proposed 2022-23 Budget at its meeting in January, but with the decline in the stock market, state revenue from personal income taxes projected in January may be at risk.

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

Myisha advised that at the most recent meeting, the Human Resources Advisory Committee/District Diversity and Equity Advisory Committee discussed plans for the districtwide professional development day on April 4, which will feature two speakers in the morning followed by college activities in the afternoon; attendance at the National Conference on Race and Ethnicity in Higher Education conference; and revision of hiring procedures. She noted that there are some fundamental disagreements between the campuses regarding the hiring procedures that need to be resolved before the procedures are presented to Chancellor's Advisory Council for approval.

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

Jory reported that the Educational Technology Advisory Committee is focusing on coordination across the college technology committees, improving WiFi access, and increasing security through multifactor authentication for employees with high levels of access to sensitive data and mandatory password updates. Kathy, Kathryn, and Cheryl offered to promote the cybersecurity training to faculty.

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

Cheryl invited everyone to attend the in-person Winter Choral and Band Concert on March 12, 2022, at the De Anza College Visual and Performing Arts Center.

Judy reported that it appears likely that Congress will approve an increase in Pell Grants and additional money for federal work study.

Scott reported that a new podcast called “Learned by Being Burned” regarding 403(b) accounts is available on the 403bwise website at this link:  
<https://403bwise.org/blog/entry/blog-burned>.

The meeting adjourned at 10:32 a.m.