



FOOTHILL-DE ANZA
Community College District

Office of the Chancellor

CHANCELLOR'S ADVISORY COUNCIL

Meeting Summary

March 15, 2019

Present: Anthony Cervantes, Susan Cheu, Karen Chow, Isaac Escoto, Monica Garcia, Isaac Escoto, Carolyn Holcroft, Kristy Lisle, Lorna Maynard, Joe Moreau, Dorene Novotny, William Riley, Tim Shively, David Ulate, Bret Watson, Chris White

1. **Welcome and introductions**

Vice Chancellor Moreau welcomed council members.

2. **Approval of January 11, 2019, Meeting Summary**

The February 22, 2019, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus.

3. **Proposed revised board policy (BP) (second reading)**

BP 5020 Nonresident Tuition (Revised)

Revised board policy 5020 regarding nonresident tuition was approved by consensus.

4. **Proposed new board policy (BP) and administrative procedure (AP) (first reading)**

BP 3810 Claims Against the District (New)

AP 3810 Claims Against the District (New)

Susan reported that the proposed new policy and administrative procedure were developed in consultation with Director of Purchasing, Contracts & Risk Management Maria Contreras-Tanori and based on the Community College League of California's (CCLC) Policy and Procedure templates and examples from other districts.

In response to Tim's question, Joe explained that the CCLC Policy and Procedure Service provides templates for board policies and administrative procedures that are required by law, legally advised to protect the district, or suggested as good practice. He noted that the proposed claims against the district policy is legally required. Joe asked council members to share the proposed new policy and procedure with constituents and to report any feedback at the next meeting.

5. Call for 9/19/19 District Opening Day workshop proposals

Joe asked council members to share the request for District Opening Day workshop proposals, which are due to the Chancellor's Office by the end of May, with constituents.

8. Enrollment management

The committee discussed the decline in enrollment related to implementation of AB 705 at Foothill College. Kristy indicated that enrollment in math courses seems to have stabilized, but unduplicated headcount in English is currently down 186. David reported that the decrease in headcount is less than the decrease in full-time equivalent students, which means that students are taking more credits.

9. District governance committee/constituent group reports

District Budget Advisory Committee <http://www.fhda.edu/about-us/participatorygovernance/C-budget-advisory-committee.html>

Susan shared information presented at the March 19, 2019, District Budget Advisory Committee meeting regarding the possibility of a five percent deficit factor for the current year budget and changes to Student Centered Funding Formula (SCFF). She explained that property tax estimates and enrollment fees have come in much lower than estimated. In addition, simulations show that the new funding formula, as currently calculated, will cost the state much more than anticipated.

Although she believes that the deficit factor will probably end up lower than the five percent figure currently under discussion, Susan cautioned that a five percent deficit factor would decrease district general fund revenue by approximately \$7.5 million, erasing any benefit the district would receive under the Student Centered Funding Formula hold harmless provision.

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

Dorene reported that Director of Equity, Employment & Professional Development Laura Savage will be working with the District Diversity and Equity Advisory Committee to complete the revision of hiring procedures and other policies and procedures started prior to Pat Hyland's retirement. She noted that Laura has refreshed the district's Equal Employment Opportunity (EEO) training, which must be completed every two years by any employee who wants to serve on a hiring committee. In addition, Dorene reported that Laura is working with Educational Technology Services to create a professional development tab in myPortal.

Chris asked that the calendar of EEO training opportunities be sent to employees again with a reminder of retraining requirement.

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

Joe reported that the Educational Technology Advisory Committee has been working on updates to classroom technology standards as well as annual updates to the Technology Plan goals and objectives, which will be presented to Chancellor's Advisory Council in June for approval.

Business Process Alignment Task Force https://www.yammer.com/fhda.edu/-/threads/inGroup?type=in_group&feedId=14505859.

Joe shared plans to send a survey to task force members next week to help develop a prioritized list of recommendations.

9. Other Information and Updates

Officer Riley reminded everyone that Police Chief Daniel Acosta is organizing an advisory committee and would like as many people as possible to participate.

The council discussed logistic and budget challenges that would be involved in implementing proposed legislation that would allow students who are homeless to sleep overnight in community college parking lots.

The meeting adjourned at 4:10 p.m.