



FOOTHILL-DE ANZA
Community College District

Office of the Chancellor

CHANCELLOR'S ADVISORY COUNCIL

Meeting Summary

April 23, 2021

Present: Melissa Aguilar, Anthony Cervantes, Karen Chow, Isaac Escoto, Lloyd Holmes, Heidi King, Gracian Lecue, Kathryn Maurer, Kevin Metcalf, Joe Moreau, Abhiraj Muhar, Mallory Newell, Thuy Nguyen, Dorene Novotny, Katelyn Pan, Josh Pelletier, Tim Shively, Myisha Washington, Chris White

Guests: Becky Bartindale, Christina Espinosa-Pieb, Kristy Lisle, Michael Pratt, David Ulate, Priya V., Ria Vidyasagar

1. **Welcome and introductions**

Vice Chancellor of Technology Joe Moreau welcomed council members and guests.

2. **Approval of March 12, 2021, meeting**

The March 12, 2021, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus.

3. **Proposed revised board policy (BP) and administrative procedures (AP) (First Reading)**

- BP 1100 The Foothill-De Anza Community College District Name (Revision)
- BP 3410 (formerly BP 4105) Nondiscrimination (Revision)
- AP 3410 Nondiscrimination (New)
- BP 5035 Interdistrict Attendance (Retire)
- BP 5035 Withholding of Student Records (New)
- AP 5035 Withholding of Student Records (New)
- BP 7330 (formerly BP 4210) Communicable Disease – Employees (Revision)
- AP 7330 Communicable Disease – Employees (New)
- AP 7336 Certification of Freedom from Tuberculosis (New)

The council reviewed the proposed new and revised board policies and administrative procedures, and Joe asked council members to share the documents with constituents and provide feedback at the next meeting. With regard to the proposed language included in the revision of board policy 7330, Chris asked if there is a list of communicable diseases “unfitting the employee to instruct or associate with students” or if tuberculosis, which is specifically mentioned, is the only disease applicable. Myisha indicated that she would research the language and provide an answer after the meeting.

4. Biennial request for input into Board’s performance in connection with self-evaluation

Joe advised that members of the Chancellor’s Advisory Council, Citizens’ Bond Oversight Committee, Audit & Finance Committee, and Foundation Executive Committee would soon be asked to provide input into the Board’s performance as part of the governing board’s self-evaluation process. He encouraged council members to complete the evaluation survey, which is expected to be sent out the first week of May, and reminded everyone that the governing board has made changes based on stakeholder feedback.

5. Board of Trustees Priorities 2020-21

Joe reported that a quarterly update on progress in achieving the governing board’s priorities would be presented at the May 3, 2021, Board of Trustees meeting.

Priya asked when the composition of the Campus Safety Alternative Model Task Force would be discussed and how students would be able to give input into the task force composition.

6. District initiatives update

With regard to return-to-campus planning, Thuy shared information about the work of Foothill College’s Emergency Operations Center and Return to Campus Council. She reported that ten percent of employees have asked to work on campus and that conditioning classes for student athletes will commence May 3, once contracts for Covid-19 testing and health examinations are in place. Thuy thanked Kristy, Bret Watson, and Central Services employees for helping to ensure a smooth transition.

Lloyd advised that De Anza College is addressing HVAC, water filtration, and Wi-Fi concerns, making sure the website is up-to-date, and developing processes for using the Optimum HQ app and managing students who refuse to wear face masks in preparation for the return to campus.

Joe advised that Central Services has primarily been focusing on providing the support (e.g. custodial, grounds, network, etc.) necessary for the colleges to successfully implement return-to-campus plans. He advised in response to a question from Heidi that Joel Cadiz is working on improvements to filtration systems. Becky added that consideration is being given to portable air filtration systems and that evaluations are being made on a space-by-space basis. Heidi and Chris suggested that including information about standards and the process being used to evaluate spaces for safety on the website would be helpful. Becky shared a [link](#) to information provided about ventilation and air filtration in early March in connection with the return to campus informational session.

In response to Karen’s question regarding the recent announcement that the University of California (UC) and California State University (CSU) systems would be requiring employees and students to get vaccinated, Joe advised that the California Community

Colleges Chancellor's Office has sent out a press release encouraging students and employees to get vaccinated but does not have the authority to mandate vaccinations for local districts. He advised that the district is not requiring vaccinations at this time, but that could change. Chris clarified that the UC and CSU mandate applies once vaccinations are fully approved.

Tim complained that the district is behind the curve on reaching out to students and employees to encourage vaccinations and plan for the return to campus. He suggested conducting a survey of employees to determine how many have been vaccinated and how many do not plan to get a vaccination. Abhi agreed that while there has been a lot done to encourage vaccination, a lot more could be done. He encouraged the district to be faster and smarter on this issue and include student voices.

Lloyd advised that Judy is in communication with other local districts about return-to-campus plans and reflected on the quickly changing landscape regarding vaccinations and infections. Thuy reported that the Science Learning Institute has launched an [education series](#) regarding vaccinations, and the college is working with the Associated Students of Foothill College and allied health departments on a vaccination campaign for summer and fall.

7. Enrollment management

Lloyd reported that enrollment for spring has decreased by approximately five percent districtwide. Kristy and Christina advised that the colleges cancelled fewer classes than usual because of the fraudulent enrollees who were taking seats from actual students. Joe noted that it is difficult to fully automate fraud detection, but the district is getting better at it, and Educational Technology Services is working to provide tools to Admissions and Records and Financial Aid to ease the laborious process without disproportionately impacting legitimate students.

Tim reported that some of the rural colleges are experiencing a 50 percent decline in enrollment and conjectured that high infection rates are a factor. He also speculated that enrollment declines may be a result of students who have limited connectivity or want the interpersonal connection of face-to-face classes.

6. District Governance Committee/Constituent Group Reports

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

No report provided.

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

No report provided.

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

Joe reported that the Educational Technology Advisory Committee has continued work on the district Technology Master Plan and has formed goals and objectives for the next three years. He stated that the focus at the district level is to support the goals and objectives of the colleges, so work on the district plan will pause until the college plans are completed. Joe advised that the plan should be ready for Chancellor's Advisory Council approval in the fall.

7. Dates to remember/Other information and updates

No reports provided.

The meeting adjourned at 10:05 a.m.