



FOOTHILL-DE ANZA
Community College District
Office of the Chancellor

CHANCELLOR'S ADVISORY COUNCIL
Meeting Summary
April 28, 2023

Present: Rick Andrews, Cheryl Balm, Susan Cheu, John Fox, Jory Hadsell, Amy Huang, Kurt Hueg, Kathryn Maurer, Kevin Metcalf, Judy Miner, Scott Olsen, Adiel Velasquez, Voltaire Villanueva, Kristina Whalen

Guests: Christina Espinosa-Pieb, Anu Khanna, Paula Norsell, Eric Reed, David Ulate

1. Welcome and introductions

Chancellor Miner welcomed council members and guests.

2. Approval of March 17, 2023 meeting summary

Carla Maitland will bring the past three draft meeting summaries (12/2/2022 and 1/13/2023, and 3/17/2023) to the Chancellor's Advisory Council on June 16, 2023.

3. Please review the drafts of the following Administrative Procedures

Chancellor Miner noted that there were two board policies and administrative procedures that were brought for a first reading to the Chancellor's Advisory Committee. Jory Hadsell introduced the revisions to Revised BP 3250 (to be revised to BP 3720 "Computer and Network Use") and the Revised AP 3250 (to be revised to AP 3720 "Computer and Network Use").

Scott Olsen suggested that a reference to the collective bargaining agreements be added. Kevin Metcalf asked if that would include students.

Jory Hadsell further clarified for Chancellor's Advisory Council that the reference about punitive remedies was recommended by the Community College League of California (CCLC) templates as legally required language.

Chancellor Miner expressed thanks to Ram Subramaniam for bringing recommended revisions to BP 5030 Fees and AP 5030 Fees as they directly affected students that were enrolled in our Veterinary Assisting Career Certificate program instructed by our talented Shaelyn St Onge-Cole who teaches at Elmwood Correctional Facility in Milpitas.

BP 3720/AP3720 Computer and Network Use and BP 5030/AP 5030 Fees will come back to the May 26, 2023, Chancellor's Advisory Council meeting for a second reading. Review New Draft AP 3200 Accreditation (Second Reading)

Chancellor Miner noted that there were four new administrative procedures and one revised administrative procedure that have been brought back to Chancellor's Advisory Council for a second reading.

The Chancellor's Advisory Council unanimously agreed to the proposed edits to the new Draft of AP 3250 Institutional Planning; the new Draft of AP 4025 Philosophy and Criteria for Bachelor Degree, Associate Degree and General Education; the new Draft of AP 4102 Career and Technical Education Programs; and the revised Draft of AP 7400 Travel.

Susan Cheu thanked Raquel Puentes-Griffith and her team for performing the research and making the modifications to AP 7400 Travel. Susan Cheu also thanked Scott Olsen for inquiring about an update to this particular administrative procedure as it related to per diem rates.

The language updates have been made to the five administrative procedures identified above in BoardDocs.

4. Accreditation items – Review the strategic plan documents

David Ulate presented the incorporated feedback from the October 28, 2022, meeting and presented the Delineation of Functions Map, the Planning Cycle graphic Update, and the Participatory Governance Org Chart Update to the Chancellor's Advisory Council for a second reading.

Consensus was reached for the three documents with one minor edit to the Participatory Governance Org Chart related to the naming convention of the Foothill College's council titled: "Mission Informed Planning Council" with the acronym MIP-C.

5. Biennial request for input into Board's performance in connection with self-evaluation (survey to be sent to Chancellor's Advisory Council members the first week in May)

An announcement of the link to the survey to the Chancellor's Advisory Council members concerning a request for their input into the Board's performance in connection with self-evaluation will be sent out.

6. 2023 District Opening Day Planning

Anu Khanna gave a brief presentation to the Chancellor's Advisory Council related to the planning for the 2023 District Opening Day. She requested ideas for themes as well.

7. **Enrollment management**

No discussion occurred on this item.

8. **Bay Area Council Economic Institute**

Chancellor Miner shared the Bay Area Council Economic Institute is tracking the San Francisco Bay Area's recovery from the Pandemic.

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

Affordable Housing Task Force <https://www.fhda.edu/about-us/participatorygovernance/affordablehousingtaskforce.html>

Eric Reed gave a verbal update to the Chancellor's Advisory Council related to a survey from students regarding housing. Conversation occurred between both Eric Reed and Chancellor Miner about applying for the SB 169 Housing Grant.

Chancellor Miner expressed that the Feasibility Study results from Brailsford and Dunlavey were needed, before the District could consider applying for the grant opportunity and pursue the SB 169 Housing Grant application.

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

Susan Cheu reported that the Governor's May Revise is coming out soon and she should know more about the 2023-24 budget shortly.

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

Chancellor Miner reminded the Chancellor's Advisory Council that there are two more meetings remaining this academic year (05/26/2023 and 06/16/2023).

Chancellor Miner noted that the June 16, 2023, meeting will take place in-person at the District Office Board Room 101, with a luncheon to follow for the Chancellor's Advisory Council.

Meeting adjourned at 10:30 a.m.