



FOOTHILL-DE ANZA  
Community College District

Office of the Chancellor

## CHANCELLOR'S ADVISORY COUNCIL

### Meeting Summary

May 7, 2021

Present: Anthony Cervantes, Karen Chow, Isaac Escoto, Lloyd Holmes, Tejhasvi Jaikumar, Heidi King, Kathryn Maurer, Kevin Metcalf, Judy Miner, Joe Moreau, Abhiraj Muhar, Thuy Nguyen, Josh Pelletier, Tim Shively, Chris White

Guests: Becky Bartindale, Christina Espinosa-Pieb, Kristy Lisle, Scott Olsen, Michael Pratt, Eric Reed, Priya V., Ria Vidyasagar

#### 1. **Welcome and introductions**

Judy welcomed council members and guests.

#### 2. **Approval of April 23, 2021, meeting**

The April 23, 2021, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus.

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

- AP 4130 District Hiring Procedures – Faculty Hiring Section C only (Revision)

The council reviewed proposed changes to the faculty hiring section of the district hiring administrative procedure. Isaac advised that the academic senates and Faculty Association, District Diversity and Advisory Committee, and Chancellor's Cabinet have all had the opportunity to discuss the changes and pointed out that students are now clearly involved throughout the hiring process. Judy highlighted a new provision requiring that if three or more part-time faculty with reemployment preference are applicants for a full-time position, the hiring committee must interview at least two of the part-time faculty members. She expressed hope that part-time faculty would view the change as recognition that the district values their contributions.

Priya suggested that the procedures incorporate gender neutral language and that the minimum unit requirement for students participating on hiring committees be revised to allow students with disabilities taking fewer than eight units the opportunity to participate. The procedure was referred back to the Academic and Professional Matters Committee for further discussion. Abhi offered to work with Isaac on ensuring student participation in the discussion.

#### 4. **Proposed new and revised board policies and administrative procedures (Second 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)

Chris asked whether there had been clarification regarding the list of communicable diseases “unfitting the applicant to instruct or associate with students” referenced in AP 7330 Communicable Disease – Employees. It was noted that the language of the procedure comes directly from Education Code 87408, and tuberculosis is the only disease specifically mentioned in the law. Tim asked that the bargaining units be allowed time to have legal counsel review the proposed procedure.

The council approved the proposed new and revised policies and procedures by consensus with the exception of proposed administrative procedure 7330 Communicable Disease – Employees. The approved policies will be presented to the governing board for first reading at the June 14 meeting, and the approved administrative procedures are effective upon the council’s approval. AP 7330 will be included on the June 18 CAC agenda for further discussion and approval.

#### 5. **Board of Trustees Priorities 2020-21**

Judy reported that the governing board postponed review of the quarterly report to the June 14 meeting.

#### 6. **District initiatives update**

With regard to return-to-campus planning, the council discussed conducting student surveys at each of the colleges followed by a districtwide employee survey. Susan provided an update regarding some of the operational issues being addressed in return to campus planning, including testing of water and ensuring clean bathrooms, signage, and appropriate personal protective equipment are available in the areas where student and employees will physically return. Judy reminded everyone that a districtwide return-to-campus informational session is scheduled on May 26 at 2:00 p.m.

With regard to student and employee housing, Judy provided a list of initial ideas for considering criteria for student and employee housing eligibility for further discussion at the next meeting. She invited Eric Reed to speak about the proposed Affordable Housing Task Force, noting that the work of the group is intended to complement Chancellor’s Advisory Council’s consideration of operational issues related to student and employee housing projects. Eric advised that the proposed task force would include a student, staff, and faculty member from each campus, and ideally the members selected would have a

deep understanding of the needs of the housing insecure. He advised that the task force would explore criteria for what qualifies as appropriate housing and review potential projects for issues such as access to transportation, food, childcare, and healthcare. Kevin asked that a classified employee from Central Services be included in the task force.

7. **Enrollment management**

Discussion postponed to next meeting due to lack of time.

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>

No report provided.

7. **Dates to remember/Other information and updates**

Joe announced that open forums for the finalists for the vice chancellor of Human Resources position will be held on May 11. Judy advised that Jennifer Brooks has been selected as the interim International Student Programs Executive Director.

The meeting adjourned at 10:35 a.m.