



FOOTHILL-DE ANZA
Community College District

Office of the Chancellor

CHANCELLOR'S ADVISORY COUNCIL

Meeting Summary

May 19, 2017

Present: Judy Miner, Becky Bartindale, Isaac Escoto, Christina Espinosa-Pieb, Rich Hansen, Kevin Harral, Carolyn Holcroft, Karen Hunter, Joe Moreau, Jim Nguyen, Dorene Novotny, Frank Rocha, David Ulate, Lindsay West, Chris White

I. Welcome

Chancellor Miner welcomed council members.

II. Approval of April 28, 2017, Meeting Summary

The April 28, 2017, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus.

III. Revised board policies and new administrative procedures

Revised BP 2735 Board of Trustees Travel (second reading)

The revised policy was approved by consensus and will be presented to the Board of Trustees for first reading on June 12, 2017.

IV. District Budget Advisory Committee Recommendation – Mission and Role

The council reviewed the proposed new mission statement and revised role of the District Budget Advisory Committee. Rich recommended that the mission statement be changed to read, "To share timely, relevant and accurate local and state budget information with constituency representatives ~~in order to~~ **and** provide a forum for participation in the budget process."

The Chancellor's Advisory Council approved the District Budget Advisory Committee's recommendations by consensus with the suggested change to the draft mission statement.

V. Program Highlights – Veterans Resource Center (PowerPoint presentation attached)

Veterans Resource Specialist Julie Brown gave a presentation highlighting services offered at the Foothill College Veterans Resource Center, including counseling, certification of eligibility, referrals, academic coaches, book vouchers, mentors, and assistive technology, including laptop, calculator, and Smart Pen loans. She advised that

the center provides a community for veteran students both on- and off-campus with the Rotary Club of Los Altos serving as a strong partner in raising funds for scholarships, book vouchers, and the Veterans Plaza. Julie also spoke of plans for a mural project being coordinated by Simon Pennington in memory of past and present veterans and a partnership between the Veterans Resource Center and the Transition to Work Program for a community garden located below the Krause Center for Innovation.

VI. Enrollment and District Enrollment Management Committee

Christina reported that De Anza College's Enrollment Advisory Team has had initial discussions regarding possible strategies to boost enrollment, including block scheduling, offering some six-week courses, and restricting and/or rotating the number of specialized courses offered. She stated that a block schedule would allow students to more efficiently plan two-day and three-day schedules.

Rich added that the Faculty Association executive council had a robust discussion regarding block scheduling. He noted that there is an issue with the huge number of class times being offered as overlapping classes can present problems for students. Judy commented that the overlapping times can also take a classroom out of commission over two blocks of time, reducing opportunities to offer courses during prime time.

Joe noted that with the implementation of EduNav, students will be able to enter parameters to customize their schedules and the colleges will gain data about their preferences. He indicated that Educational Technology Services is looking at ways to get more precise data that would identify students for follow up who enter the registration system but do not register. David noted that in a previous study, about 3,200 of the 7,000 students who did not register had not previously attended at either college. Isaac asked if the data could be separated by college, and Joe responded affirmatively.

On behalf of Thuy, Judy reported that Foothill College is looking at an early college promise campaign that would target the 1,400 juniors and seniors in feeder high schools participating in the Advanced Via Individual Determination (AVID) program. Students in the early college promise would enroll in Counseling 5 in the summer, have enrollment fees waived, and participate in learning communities. Christina advised that she has met with the superintendent of Fremont Union High School District regarding the possibility of offering something similar, which would incorporate existing classes. She noted that Fremont High School has expressed interest in using the Sunnyvale Center.

With regard to international students, Judy advised that the district is in the process of hiring an executive director who will report to the chancellor, a move which is intended to make the district more competitive with other multi-college districts and allow closer monitoring by Chancellor's Cabinet of revenue and resource allocation. She also advised that the number of agents and markets has been expanded and that Rob Mieso recently completed a recruiting trip to Africa. Christina reported that two students from Madagascar have already enrolled at De Anza College as a result.

VII. Other Information and Updates

Judy invited council members to attend Congresswoman Anna Eshoo's Town Hall in the Smithwick Theater on June 10 at 9:00 a.m. She asked those interested to contact her

office to ensure reserved seating. She provided an update on proposed legislation to expand and extend the baccalaureate degree pilot program. She commended Randy Bryant and three of his students for great job advocating for the legislation at a recent hearing, but expressed concern about the California Community Colleges Chancellor's Office questionable estimate of \$5 million in costs for accreditation technical assistance and web site assistance related to the legislation. Christina indicated that if the legislation passes, De Anza would propose a bachelor's degree in automotive technology management, which would focus on the business and personnel skills in high demand in the auto industry.

Judy announced that the Humanities Mellon Scholars Program website is live, and the first classes will start in the fall. She complimented classified professionals on their recent professional development day and congratulated Karen for winning the classified senates' inaugural service award, which was given in honor of Leo Contreras.

Christina encouraged everyone to visit De Anza's CivicsWatch website, commenting that institutions from across the country have linked to it since it was launched two days ago.

Rich reported that the Faculty Association is experimenting with coffee hours on both campuses that are staffed by an executive council member and student intern.

Kevin advised that he has been working with Falk Cammin to facilitate the Humanities Mellon Scholars Program coverage of books, supplies, and paid internships.

Karen reported that the professional development day was a success and suggestions were received for next year.

Joe indicated that he hopes to present the District Technology Plan for the Chancellor's Advisory Council's consideration at the next meeting. He stated that the technology committees at both colleges and the Education Technology Advisory Committee (ETAC) worked together to align the district and college plans and that it is the intention to update the plan every year. The draft plan is available for review on ETAC's Yammer site.

Dorene thanked everyone who participated in the Human Resources Department's effectiveness survey, which garnered 350 responses.

Chris provided an update on the classification study, noting that 250 interviews have been scheduled over a two-week period.

Lindsay thanked everyone for supporting classified professional development day.

Carolyn invited the council to the first ever adjunct faculty celebration dinner at 5:30 p.m. in the Dining Room.

The meeting adjourned at 3:29 p.m.