



FOOTHILL-DE ANZA  
Community College District  
Office of the Chancellor

**CHANCELLOR'S ADVISORY COUNCIL**  
**Meeting Summary**  
**June 14, 2024**

**Present:**

Susan Cheu, Christina Espinosa-Pieb, Adriana Garcia, Jory Hadsell, Lee Lambert, Kathryn Maurer, Tim Shively, Kristina Whalen, Erik Woodbury, Patricia Hyland, Elaine Kuo, Scott Olsen, Voltaire Villanueva, Lydia Wong

**Guests:**

Sam Bliss, Lydia Hearn, Kurt Hueg, Anu Khanna, Debbie Lee, Carla Maitland, Eric Reed

1. **Welcome and introductions**

Chancellor Lambert welcomed council members and guests.

2. **Approval of last meeting summary**

No meeting summary was available.

3. **Discuss District Opening Day – Call for Proposals**

The council discussed the call for proposals for the District Opening Day scheduled for September 18, 2024. Members were encouraged to send any proposals for workshops to the provided email address for consideration. No further discussion was recorded.

4. **Existing Board Policies and Administrative Procedures to be Retired:**

The council reviewed several board policies and administrative procedures proposed for retirement, including BP 5065 Counseling, BP 6210 Philosophy for Counseling Program, and BP 2306 Representative to Vote for County Committee. The discussion highlighted the outdated nature of these policies and the need to align them with current standards and practices. Anu Khanna explained that many of these policies are outdated and redundant, with newer policies like BP 5110 Counseling in development. Sam Bliss confirmed that BP 1140 and BP 1150 are no longer applicable and can be retired. Erik Woodbury suggested that policies should only be retired when replacements are ready but agreed to proceed with retirement in this case due to their obsolescence. A motion was made and passed to retire the policies immediately.

## **5. Revisions to Board Policies and Administrative Procedures**

The council discussed revisions to various board policies and administrative procedures, including BP 2010 Board Membership, BP 2100 Board Elections, BP 2110 Vacancies on the Board, and others. The revisions were aimed at updating language, ensuring legal compliance, and improving clarity. Anu Khanna emphasized that many changes are legally required and not open to much interpretation. Kathryn Maurer noted that while input is limited, it's important for constituent groups to be informed. Tim Shively and Erik Woodbury raised concerns about student trustee election language, suggesting it may unintentionally favor one college. The group agreed to clarify language and ensure student input before the second reading.

There was a discussion on the new BP/AP 5110 Counseling. Kathryn Maurer and Anu Khanna presented the new BP 5110 and AP 5110, developed with input from counseling faculty and aligned with CCLC templates. The policy had already passed through APM and Academic Senates. A motion to approve was made and passed. Jory Hadsell raised a procedural concern about implementing APs before BPs, which was addressed by Kathryn Maurer and Carla Maitland.

## **6. Campus Enrollment Updates (standing item)**

The council received updates on campus enrollment initiatives. Kris Whalen reported a 3% decline in enrollment but noted strong productivity. Christina Espinosa-Pieb shared that De Anza is seeing 22.6% growth in FTEs. Debbie Lee and Jory Hadsell discussed the impact of fraudulent enrollments and ongoing efforts to detect and remove them. Jory Hadsell mentioned an upcoming AI pilot to improve fraud detection.

## **7. District Governance Committee/Constituent Group Reports**

Eric Reed reported the Affordable Housing Task Force's recommendation to pursue a P3 model Public-Private Partnerships with independent legal counsel. Susan Cheu confirmed progress on employee housing at Foothill and student housing site identification.

Patricia Hyland provided HR updates, including RSI training, DEI evaluation discussions, and Title IX compliance planning.

Jory Hadsell noted that the Educational Technology Advisory Committee had not met since the last Chancellor's Advisory Council meeting.

## **Dates to remember/other information and updates**

The October 25, 2024, meeting will take place via Zoom.

Meeting adjourned at 10:19 a.m.