



FOOTHILL-DE ANZA
Community College District

Office of the Chancellor

CHANCELLOR'S ADVISORY COUNCIL

Meeting Summary

June 18, 2021

Present: Cheryl Balm, Anthony Cervantes, Susan Cheu, Isaac Escoto, Heidi King, Kathryn Maurer, Kevin Metcalf, Judy Miner, Abhiraj Muhar, Thuy Nguyen, Dorene Novotny, Josh Pelletier, Tim Shively, Myisha Washington, Chris White

Guests: Daniel Acosta, Becky Bartindale, Stacey Carrasco, Sushini Chand, Jasmine Chow, Mary Donahue, Christina Espinosa-Pieb, Michelle Fernandez, Lisa Hatt, Karen Lauricella, Kristy Lisle, Sharon Luciw, Rosafel Nogra, Scott Olsen, Eric Reed, David Ulate, Ria Vidyasagar, Preet Vithani

1. **Welcome and introductions**

Judy welcomed council members and guests.

2. **Approval of May 7, 2021, meeting**

The May 7, 2021, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus.

3. **Proposed revised administrative procedure (AP) recommended by the Academic and Professional Matters Committee**

- AP 4222 Remedial Coursework (formerly BP 6050 Remedial Limit Waivers) (Revision)

Isaac reported that the remedial coursework administrative procedure had been vetted by both college academic senates and the Academic and Professional Matters Committee. He stated that language was added to the procedure to make it clear that the district does not use the term "remedial coursework." It was noted that because the administrative procedure replaces a board policy, the governing board would be asked to officially retire the policy.

4. **Proposed new administrative procedure (AP) (Third Reading)**

- AP 7330 Communicable Disease – Employees (New)

The council approved the proposed new administrative procedure by consensus.

5. **Proposed new board policy (BP) and administrative procedure (AP) (First Reading)**

- BP 3507 COVID-19 Vaccination Interim Policy
- AP 3507 COVID-19 Vaccination Requirement

Judy shared proposed changes to the draft policy, which was originally distributed to the Consultation Task Force on June 4, 2021, to address apprenticeship sites. In response to a question from Chris, Judy advised that there would not be an automatic sunset date to the policy, but it would be scheduled for review again in January 2022.

Tim and Abhi expressed concerns about allowing self-certification, and Kristy advised that the smart sheet software used for employee reporting of vaccination status would allow uploading of vaccination cards if needed. Kevin Harral advised that requesting a vaccine lot number could present problems for international students vaccinated in other countries with different reporting procedures.

Anthony asked how religious and medical exemptions would be determined, and Myisha described documentation that could be provided to her to support exemption requests. Chris stated that clear definitions of the exemptions are needed and reminded the council that exemptions would be subject to bargaining.

Heidi suggested that the administrative procedure make clear that the district is following county guidelines requiring face coverings indoors.

Judy advised that the council's feedback would be incorporated, and revised drafts would be sent out for further review. She asked the council to provide any additional feedback on the revised drafts by June 30, 2021, so the draft policy could be presented to the governing board for a first reading on July 12, 2021.

6. **Ratification of title change to BP/AP 5035 Withholding Student Diplomas and Registration**

The council ratified the title change to the policy and procedure, which were approved as "BP/AP 5035 Withholding of Student Records" by the council at the May 7, 2021, meeting.

7. **District initiatives update**

- Affordable Housing Task Force update

Eric provided an overview of the new Affordable Housing Task Force, which met for the first time on June 10, 2021. He advised that a website had been set up for the task force and that the group hopes to meet over the summer to start discussions of criteria for selecting locations.

Judy reported that the joint powers authority for employee housing that the district had pursued with other local school districts has stalled due to budget cuts at some districts and other issues.

- Police Chief's Advisory Committee

Danny reported that the committee held its first meeting and refined the committee charge. He noted that a website has been set up to post meeting agendas and minutes for public review.

8. Enrollment management

Kristy and Christina provided updates on plans to offer more face-to-face classes in the fall, the council discussed the likelihood that the district would move into basic aid status, and Judy advised that this is a time for the district to really strategize about the future and reenvision how the colleges move forward with an equity agenda, using the lessons learned from the pandemic and considering the impact of a new funding model.

9. District Governance Committee/Constituent Group Reports

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

Susan shared information about the tentative budget for 2021-22 and answered questions about transitioning to basic aid funding.

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>

Sharon advised that the committee is on track to complete the District Technology Plan in the fall.

10. Recognition of outgoing council members

Judy thanked Isaac, Abhi, Josh, Kevin, and Katelyn for their service to the council.

11. Dates to remember/Other information and updates

Abhi commended the Associated Students of Foothill College for selecting women to lead in most positions in the new year.

The meeting adjourned at 10:28 a.m.