



**CHANCELLOR'S ADVISORY COUNCIL**  
**Meeting Summary**  
**October 24, 2014**

Present

*Linda Thor, Leo Contreras, J.R. Dorcak, Isaac Escoto, Kurt Hueg, Carolyn Holcroft, Kevin McElroy, Judy Miner, Joe Moreau, Brian Murphy, Mallory Newell, Josh Rosales, Dennis Shannakian, Karen Smith, Brian Stanley*

**I. Welcome**

Chancellor Thor welcomed council members to the first meeting of the 2014-2015 academic year.

**II. Approval of May 16, June 6, and June 25, 2014, Meeting Summaries**

The May 16, June 6, and June 25, 2014, meeting summaries were approved without changes.

**III. Review of the Chancellor's Advisory Council Charge**

Linda reviewed the Chancellor's Advisory Council charge, purpose, and ground rules.

**III. Budget Update**

Kevin shared information regarding the state's 2014-2015 budget for community colleges, changes reflected in the district's first quarter report, net changes in fund balance and carryover, and enrollment. He advised that the district's 2013-2014 Apportionment Attendance Report was recertified to add 87 full time equivalent students (FTES), resulting in an increase to apportionment of approximately \$400,000, and that nonresident enrollment is on target to exceed projections by \$1.5 million. Kevin cautioned that the district continues to anticipate a structural deficit of \$2 million for 2014-2015, which will be offset by the district's stability fund.

In response to questions from Blanche, Judy and Brian discussed plans for spending down the "B" budget carryover and Kevin explained that significant increases in employer contributions to employee pensions could absorb reserves. Brian commented in reply to a question from J.R. that a coalition of unions is lobbying for changes to the pension contribution increases and that renewal of Proposition 30 Education Protection Act funding will likely be their next battle. Blanche reminded council members that employee salaries funded by Measure C will create additional stress on the district budget as bond funds will be exhausted at about the same time Proposition 30 is set to expire.

**IV. Baccalaureate Pilot**

Linda provided an update regarding the recently approved community college baccalaureate degree pilot program. She explained that it was very difficult to choose between the colleges' programs, but after much deliberation, she authorized Foothill College's Dental Hygiene program to proceed with developing a proposal. Linda noted that there is a November 12, 2014, deadline

for districts to submit a notice of intent to the state Chancellor's Office; program proposals are due December 19, 2014; and the California Community Colleges Board of Governors is expected to announce pilot colleges on January 21, 2015.

**V. New and Revised Policies and Procedures**

- BP 3100 (formerly BP 2220) Organizational Structure – Revised
- AP 3100 Organizational Structure – New

Board policy and administrative procedure 3100 were approved by consensus.

- BP 3280 (formerly BP 3124) Grants – Revised
- AP 3280 Grants - New

Carolyn suggested that the grants administrative procedure reference shared governance processes and questioned the proposed elimination of guideline three, which was previously part of the grants board policy and required assurance that a successful program could be continued with district funds. Linda advised that the language was proposed for elimination because the district does not always intend to institutionalize grant programs, even if successful, once funds are discontinued. Kevin added that grants that require institutionalization would include a statement regarding such in the grant proposal and agreement.

Linda offered to revise the administrative procedure to address Carolyn's concerns and bring a new draft to the next meeting. The grants policy was approved by consensus.

- BP 3530 Weapons on Campus – New
- AP 3530 Weapons on Campus – New

Randy questioned whether the administrative procedure would prohibit students from bringing certain tools to campus that are required for their courses. J.R. explained that even if a student brings an implement to campus for a class, they could still face arrest. He advised that instructors should let the police department know if students will be using a weapon as part of the instructional program, such as when an acting class is rehearsing a fight scene, in order to avoid any complications. Judy suggested changing the last paragraph of the procedure to read: "Bringing or possessing any dirk, dagger, ice pick, or knife having a fixed blade longer than 2 ½ inches upon the grounds, unless the person is authorized by a designated District official to possess such an implement in the course of his/her employment **or instructional program**, has been authorized by a designated District official to have the implement, or is a duly appointed peace officer, who is engaged in the performance of his/her duties is prohibited on any District property, non-owned property at which the district operates or provides services, and in any facility of the District."

The policy and procedure, as revised, were approved by consensus.

- AP 6510 (formerly AP 3214) Guidelines for Administering Environmentally Sustainable Practices - Revised

Linda advised that goals regarding recycling and training of maintenance staff were added based on feedback received from Leo after the procedure was originally sent to the council for review in June. Karen expressed concern regarding the dissolution of the district sustainability committee, and Kevin explained that Charles Allen had recommended the change prior to his retirement because the committee was ineffective and duplicated the

colleges' efforts. He noted that district personnel would continue to be involved in the two college committees.

The revised procedure was approved by consensus.

**VI. Board policy to be retired**

- BP 3160 Contract and Grant Indirect Costs - Retire

The Council supported retirement of the board policy.

**VII. Other Information and Updates**

Blanche reported that members of the Association of Classified Employees are in the process of electing new officers and ratifying changes to the professional growth award and constitution.

Chancellor Thor adjourned the meeting at 3:58 p.m.