



FOOTHILL-DE ANZA  
Community College District

Office of the Chancellor

## CHANCELLOR'S ADVISORY COUNCIL

### Meeting Summary

November 13, 2020

Present: Becky Bartindale, Anthony Cervantes, Susan Cheu, Karen Chow, Isaac Escoto, Lloyd Holmes, Kurt Hueg, Kathryn Maurer, Kevin Metcalf, Judy Miner, Joe Moreau, Abhiraj Muhar, Mallory Newell, Thuy Nguyen, Dorene Novotny, Katelyn Pan, Tim Shively, David Ulate, Myisha Washington, Chris White

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

Chancellor Miner welcomed council members and guests.

#### 2. **Approval of October 16, 2020, meeting summary**

The October 16, 2020, Chancellor's Advisory Council (CAC) meeting summary was approved by consensus.

#### 3. **Proposed new and revised board policies (BP) and administrative procedures (AP)**

##### **Previously reviewed**

- BP 3510 (formerly BP 4515) Violence in the Workplace (Revision)
- AP 3510 Violence in the Workplace (New)

The council reviewed and approved by consensus draft board policy and administrative procedure 3510 regarding violence in the workplace. Judy advised that the policy would be presented to the governing board for first reading at the December 14, 2020, meeting.

##### **First reading**

- AP 3415 Immigration Enforcement Activities (New)
- AP 5017 Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information (New)
- AP 6740 Citizens' Bond Oversight Committee (Revision)

Proposed new and revised administrative procedures were discussed. Judy asked council members to share the drafts with constituents and present feedback at the next Chancellor's Advisory Council meeting.

#### 4. **Foothill College, De Anza College, and Central Services budget reduction collateral plans as of 11/1/20**

Budget reduction collateral plans submitted by the colleges and Central Services were discussed. Lloyd and Thuy confirmed that if a time comes when reductions are needed, the colleges' shared governance groups would be involved in determining the specifics of cuts within the broad categories listed. Chris reminded the council that freezing or not refilling positions is a cut.

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

Judy provided an update regarding housing partnerships, noting that a potential project with Alta Housing looks particularly promising.

With regard to campus safety, Judy advised that she, Pat Hyland, and Becky Bartindale are in the process of interviewing facilitators for the Campus Safety Task Force. She expressed hope that the task force would be able to present a series of options or at least a progress report to the governing board by the end of the academic year.

Judy also spoke about participating in the California Community College Chancellor's Office Trustee Fellowship program along with Board President Pearl Cheng and Board Vice President Peter Landsberger. She advised that the district intends to apply for a \$50,000 grant, available to those participating in the program, to help move the board's priorities forward.

Abhi expressed appreciation regarding the board's priorities and suggested that the district look at opportunities to support clean and renewable energy sources when looking at housing. He asked that the district be sure to bring all perspectives into the discussion of campus safety and communicate clearly about timelines and steps being taken. Judy responded that she will be asking the facilitator's advice regarding the approach to task force membership and committed to not sacrificing a good outcome and good process for the sake of a deadline. She reminded everyone to consider sustainability during the college Facilities Master Plan updates and to look at projects through an equity lens.

In response to Kathryn's question regarding board priority 2. *Identify equity and student success goals the Board will regularly monitor*, Judy indicated that the governing board will be focused on monitoring just a few metrics. She suggested that the council discuss the types of study sessions that might be scheduled and possible metrics the governing board should review at the next council meeting.

## 6. **District initiatives update**

Judy spoke about her announcement regarding the decision to opt out of athletic competition and to extend remote instruction and services through the end of spring quarter 2021. She advised that she and the college presidents will meet with student athletes November 16 to discuss the decision. In response to a question from Tim, Lloyd and Judy advised that Student Services staff at both colleges are reaching out to student athletes to let them know counseling is available. Judy reported in reply to a question from Chris that the federal CARES Act funding will be fully spent by December. She noted that student health insurance will only cover testing once per week, but Santa Clara County requires that student athletes be tested three times per week.

Judy reported that Laurie Scolari and Rob Mieso have been added to the Foothill-De Anza Foundation's strategic planning process to help with the Foundation's support of student basic needs.

## **7. Enrollment management**

Susan reported that the district saw a slight decrease in enrollment in the fall quarter. David advised that the district was down 2% at census, but colleges throughout the state and nation have seen an average 10% decline.

Abhi questioned whether the district has lost second year students because of COVID-19 and asked for a focus on retention to help students who feel disheartened in completing their educational goals.

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

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

Susan advised that the District Budget Advisory Committee reviewed the district's Adopted Budget at a meeting held October 20, 2020, and would be discussing the state and federal COVID-19 grants at the next meeting.

Human Resources Advisory Committee/District Diversity and Equity Advisory Committee <http://hr.fhda.edu/diversity/c-meeting-minutes-and-agendas.html>

Dorene reported that the District Diversity and Equity Advisory Committee reviewed and suggested changes to the draft Board Priorities, has been working on revisions to the faculty and administrative hiring procedures, and is involved in planning professional development events with Dr. Joy DeGruy and Kenneth Shelton. In response to Kathryn's question, Dorene advised that she hopes to bring the changes to the faculty hiring procedures to the January CAC meeting for first reading, and faculty can begin to use the new procedures once approved by CAC.

Educational Technology Advisory Committee <http://ets.fhda.edu/governance-committees/etac/index.html>

Joe reported that needs assessment surveys will be sent to the colleges and Central Services soon in connection with the revision of the district Technology Master Plan. He also spoke of the excellent student representation on the committee this year.

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

In response to a question from Abhi, Isaac confirmed that the Academic and Professional Matters Committee approved priority registration for student leaders. Joe advised that the coding takes a bit of time, but the changes should be in place by spring.

The meeting adjourned at 10:30 a.m.