

The Board of Trustees of the Foothill-De Anza Community College District held its regular meeting on Monday, March 5, 2001. At 5:00 p.m. President P. Fong declared a quorum was present and commenced the regular meeting in the Chancellor's Office of the District Administration Building, 12345 El Monte Rd., Los Altos Hills, CA 94022. The Board immediately adjourned into Closed Session and reconvened into Public Session at 7 p.m. in the District Board Room. President Fong led the Board and those present in the Pledge of Allegiance.

PUBLIC SESSION

The roll call indicated the following members were present:

ROLL CALL

Paul Fong, President
Sandy Hay, Vice President
Mary Mason
Judith Moss
Dolores Sandoval
Brannon Alexander, Foothill College Student Trustee

The following were also present:

Staff:	Catherine Bauknight	Kathy Blackwood
	Mike Brandy	Leo Chavez
	Carol Clawson	Jane Enright
	Bernadine Fong	Robert Griffin
	Alan Harvey	Bruce Henderson
	Ron Herman	Ken Horowitz
	Rich Hansen	Alex Hochstraser
	Martha Kanter	Jim Keller
	Marilyn Larson	Karen Lemes
	Beth McPartlan	Kathy Plum
	Edward Rodriguez	Larry Rouse
	John Schulze	Sandra Spencer
	Debbie Zavodnick	

Press: Clyde Noel, *Los Altos Town Crier*

Students: Lisa Pamphilon

Public: John Assunto, Gilbane
Jennifer Farnhan, Gilbane
Rick Magnum, tBP
Steve Nelson

President P. Fong noted that De Anza Student Trustee Fernanda Castelo was absent due to illness.

CASTELO ABSENT

President P. Fong announced that there was nothing to report out from Closed Session at this time.

REPORTING OUT FROM
CLOSED SESSION

President P. Fong invited everyone to observe a moment of silence in memory of those killed and injured in the tragic attack on students and staff at Santana High School in Santee, California, earlier in the day.

A MOMENT OF SILENCE
FOR SANTANA HIGH
SCHOOL TRAGEDY

President Fong addressed Item 1, Faculty re-employment as tenured faculty members for 2001-02 and subsequent years. It was M/S/C (Moss/Mason) (advisory vote - 1 yes) to re-employ as tenured faculty members for 2001-02 and subsequent academic years of the following staff: Foothill College – **Ron Herman, Kate Jordahl**; De Anza College – **Vickie Annen, Rebecca Board Liljenstolpe, Bruce Henderson, Elizabeth McPartlan, Eugene Rodriguez, Monica Sheirich, Sandra Spencer, Debbie Zavodnick**.

APPROVAL OF
TENURED FACULTY

Chancellor Chavez and Presidents B. Fong and Kanter presented Tenure Certificates to the faculty members.

President P. Fong asked if there were any additions or corrections to the minutes of the regular meeting of February 5, 2001. The minutes were approved as drafted.

APPROVAL OF MINUTES
OF FEBRUARY 5, 2001

President P. Fong asked if there was any correspondence which should be brought to the Board's attention. There was none.

CORRESPONDENCE

President P. Fong asked if there were any trustees, staff, students or members of the public who wished to address the Board on matters not on the agenda.

HEARINGS

President P. Fong noted that he attended the Association of Community College Trustees Legislative Conference in February and it was a very successful conference. He further noted that he is honored to be serving on the Board of the organization.

Trustee Sandoval reminded everyone that June 17, 2001, is the date for the annual Foothill-De Anza Day with the Giants.

De Anza President Kanter announced several items of interest from De Anza including: 1) A ceremony honoring those who helped in averting the recent campus crisis on January 30, 2001, is planned for Wednesday, March 7, 2001; 2) Dr. Rosebeth Moss Kanter of Harvard Business School will speak on campus on March 8, 2001; 3) De Anza will co-sponsor a Crab Feed with Fremont Union High School District on March 30, 2001, to raise funds for a program that will provide 9th grade students with laptop computers. Copies of the March 5 *La Voz* were distributed to the Board members.

Foothill President B. Fong announced several items of interest from Foothill including: 1) Foothill's Dental Assisting students recently completed the State registry exams and finished in the top 2 percent of the State; 2) The men's basketball team has qualified (the first time ever) for the State championships; 3) Foothill is presenting the musical *Into the Woods* through March 18, a sellout, but limited tickets are available through the President's office; 4) Foothill Student Michael Sullivan has received the Student Technology Award from the League for

Innovation, one of two winners. Brochures for Foothill's Women's History Month 2001 were distributed to the Board members.

Chancellor Chavez updated the Board on the possible restoration of the Griffin House. He noted that District representatives have met with the Packard Foundation and found that the Foundation is looking for space to house offices for several non-profit organizations. He added that Griffin House, the Carriage House and the annex are being considered as possible spaces for these groups and the Board will be apprised of the outcome from continued discussions with the Packard Foundation.

Foothill Academic Senate President Larry Rouse reported that he recently attended a regional conference for model learning communities and heard Jean McGregor from the state of Washington speak. He added that Foothill will be using the concept of a model learning community to revive the *Sentinel* student newspaper later this year.

SEIU Chapter Chair Karen Lemes addressed the Board on concerns relating to the 2001-2002 Budget.

Foothill Dental Hygiene Instructor Ken Horowitz addressed the Board with several personal comments.

President Fong asked if any items should be removed from the Consent Calendar. A correction was made to the effective date of hire of Lan Tao listed in Item 7 and the Construction Program Manager Position, also listed in Item 7, was removed from the Consent Calendar. It was M/S/C (Sandoval/Moss) (advisory vote - 1 yes) to take action as recommended on Items 1 through 8, excluding the Construction Program Manager Position listed in Item 7 as follows:

CONSENT CALENDAR

Item 2, Readopted Board Policy 9110.1, Number of Student Trustees; Terms of Office; Rights.

Item 3, adopted Certificates of Recognition for Kelly Bennett and Michelle Houde for their courage, perceptivity and quick action in the recent averted disaster at De Anza College.

Item 4, Awarded a Contract for Bid Proposal Number 859 for the replacement of the existing carpeting on the second balcony of the Flint Center to Harry L. Murphy, Inc., for \$79,375.

Item 5, Ratified Contracts, Agreements and Independent Contractor Agreements signed in January and February 2001.

Item 6, Ratified Change Orders 1 – 5 to the Boiler Replacement Project, Bid Proposal 854, in the amount of \$33,838.24.

Item 7, Approved Personnel Actions as Follows:

PERSONNEL

Employee: **Donna Dowdney**
Position: Instructor
College: De Anza
Division: Language Arts
Action: Retirement in accordance with Article 19 and 20 of the District/FA *Agreement*
Effective Date: June 30, 2001
Conditions: Article 20 eligibility extended from previous retirement date.

Employee: **Michiko Hiramatsu**
Position: Instructor
College: Foothill
Division: Language Arts
Action: Retirement in accordance with Article 19 and 20 of the District/FA *Agreement*
Effective Date: June 30, 2001
Conditions: Has met all the requirements for Early Notice incentive retirement under Article 20 of the District/FA *Agreement*

Employee: **Linda Huntimer**
Position: Instructor
College: De Anza
Division: Special Education and Applied Technologies
Action: Unpaid Leave
Effective Date: Winter quarter, 2001
Comments: In accordance with Article 16 of the District/FA *Agreement*

Employee: **Elise Johnson**
Position: Counselor
College: De Anza
Division: Counseling
Action: Unpaid Leave
Effective Date: 2001-2002 Academic Year
Conditions: In accordance with Article 16.28 of the District/FA *Agreement*

Employee: **Marsha Kelly**
Position: Risk Manager
College: Central Services
Division: Business Services
Action: Employment # of months: 12
Effective Date: February 26, 2001
Compensation: Level H/Step 2 - \$6,279.63/month

Employee: **James Luotto**
Position: Instructor
College: De Anza
Division: Language Arts
Action: Retirement in Accordance with Article 19 of the District/FA *Agreement*
Effective Date: June 30, 2001

Employee: **Gloria Mitchell**
Position: Instructor
College: De Anza
Division: Social Sciences Division
Action: Withdrawal of Article 18, Pre-Retirement
Reduction in Contract
Effective Date: Fall Quarter 2001
Comments: In accordance with Article 18 of the District/FA
Agreement

Employee: **Kelley Pettit**
Position: Call Center Supervisor
College: Central Services
Division: Educational Technology Services
Action: Promotion # of months: 12
Effective Date: October 23, 2000
Compensation: Level 61, Step A - \$4,718.28/month

Employee: **Susan Stassart (Elise Moss)**
Position: Instructor
College: De Anza
Division: Applied Technologies
Action: Resignation
Effective Date: June 30, 2001

Employee: **Lan Tao**
Position: Counselor, EOPS
College: De Anza
Division: Counseling
Action: Employment
Effective Date: March 12, 2001 # of months: 11
Compensation: Column III, Step E - \$5,538.29/month

Employee: **Jim Tuell**
Position: Instructor
College: Foothill
Division: Computers, Technology and Information
Systems
Action: Retirement
Effective Date: December 16, 2001

Position: **Construction Program Manager**
College: Central Services
Division: Business Services
Action: Approve new administrative position
Effective Date: Level I # of months: 12

Item 8, Approved the actions reflected in the Human Resources Report dated March 5, 2001.

President P. Fong addressed Item 7, Construction Program Manager. Faculty Association President Rich Hansen questioned the rationale of creating a new management position. Director of Facilities, Operations and Construction Management John Schulze explained that this position is fully funded by Measure E and the person who is hired will help with the administration of Measure E Projects.

PERSONNEL

It was M/S/C (Sandoval/Moss) (advisory vote - 1 yes) to approve the Construction Program Manager position.

President P. Fong addressed Item 9, Presentation by tBP Architecture of Preliminary Schematic Drawings for the Student and Community Services Building at De Anza, for the Board's information. Director Schulze introduced Rick Magnum of tBP who presented a Schematic Design Package of the Student & Community Services Center at De Anza College. De Anza Vice Presidents Robert Griffin and Mike Brandy commented on the specific services planned for the building. Following questions and discussion the Board members thanked Mr. Magnum and the staff for a very informative presentation.

PRESENTATION BY tBP OF PRELIMINARY SCHEMATIC DRAWINGS FOR STUDENT AND COMMUNITY SERVICES BUILDING, DE ANZA

Item 10, Presentation by Anshen & Allen of preliminary Schematic Drawings for the Science Center at De Anza, was withdrawn from the Agenda.

ITEM 10 WITHDRAWN FROM AGENDA

Items 11 through 19 were addressed by Director Schulze. It was M/S/C (Mason/Alexander) (advisory vote – 1 yes) to approve/ratify the following **Measure E Projects**:

APPROVAL OF MEASURE E PROJECTS, ITEMS 11 - 19

Item 11, ratified Measure E *Project to Project Transfers* numbered FHC 02/01 – 1 and FHC 02/01 –2.

Item 12, approved a request for \$14,220 in Additional Services from Perkins & Will for Project #103 - Foothill College Student Services building.

Item 13, awarded Project Assignment Amendment D01 to Sandis Humber Jones for the fixed and lump sum of \$141,580 plus an allowance of \$4,300 for reimbursable expenses.

Item 14, ratified Project Assignment Amendment D02 to Sandis Humber Jones for the fixed and lump sum of \$79,170 plus an allowance of \$2,400 for reimbursable expenses.

Item 15, ratified Project Assignment Amendments to Sandis, Humber, Jones as follows: (1) F1 - Aerial Topography Survey of Foothill Campus - \$41,500 plus an allowance for reimbursable expenses of \$2,000, (2) F4 – Water and Fire Line Separation Project for Foothill College - \$72,700 plus an allowance of \$4,000 for reimbursable expenses, (3) F5 – Loop Road Resurfacing Foothill College - \$8,400 plus an allowance of \$750 for reimbursable expenses, (4) F6 – Studies for support of Foothill College Environmental Impact Report - \$15,500 plus an allowance of \$1,000 for reimbursable expenses, (5) D02 – Engineering and Surveying services for multiple projects on the De Anza Campus - \$79,170 plus an allowance of \$4,000 for reimbursable expenses.

Item 16, ratified the project assignment amendment as follows: F2-Civil Surveying and Civil Engineering Services for the Sciences Complex (Project #102) at Foothill College, for \$74,500, plus an allowance of \$3,725 for reimbursable expenses.

Item 17, ratified the project assignment amendment as follows: Civil Surveying for the Student Services & Campus Center Building (Project #103) at Foothill College for \$4,800, plus an allowance of \$240 for reimbursable expenses.

Item 18, ratified these addenda as follows: 1) F4 Geotechnical Investigations and Reporting for the Sciences Complex (Project #102) at Foothill College, for \$5,600 plus an allowance of \$280 for reimbursable expenses and (2) F5 Geotechnical Investigations and Reporting for the Environmental Impact Study and Report at Foothill College for \$7,500 plus an allowance of \$375 for reimbursable expenses.

Item 19, approved the project assignment amendment as follows: Strengthen Initial Study/ND for the Child Development Center (Project #107) at Foothill College based on actual hours spent, with a not-to-exceed amount of \$20,000.

Item 20, Second Quarter Report, was addressed by Budget Director Kathy Blackwood. She gave an overview of the report for the Board's information and discussed next year's budget projections.

2ND QUARTER REPORT

Following questions and discussion, Ms. Blackwood addressed Item 21, Budget Revisions and Transfers, which are included in the 2nd Quarter Financial Report. It was M/S/C (Sandoval/Mason) (advisory vote – 1 yes) to adopt the Resolution to approve Budget Transfers and Revisions as presented.

ADOPTED RESOLUTION TO APPROVE BUDGET TRANSFERS AND REVISIONS

Item 22, Approval of Professional Development Leave, was addressed by Vice Chancellor Enright. It was M/S/C (Hay/Mason) (advisory vote – 1 yes) to approve an additional Professional Development Leave for 2001-2002 Academic Year for Charlotte Thunen, Foothill Library Sciences.

APPROVED PROFESSIONAL DEVELOPMENT LEAVE FOR THUNEN

Item 23, Faculty Re-employment, was addressed by Vice Chancellor Enright. It was M/S/C (Mason/Moss) (advisory vote – 1 yes) to approve the re-employment of faculty as follows:

APPROVED RE-EMPLOYMENT OF FACULTY FOR 2000-02 ACADEMIC YEAR; AND 2000-02 AND THE 2002-03 ACADEMIC YEARS

a) Faculty Re-employment for the 2000-02 Academic Year

Foothill College: Jose Arenas, David Craven, Lesley Dauer, Cathleen Denver, Karen Erickson, Mary Hawkins, Russell Jeung, Marc Knobel, Phoung Lam, K. Allison Lenkeit, Bonnie Le Pape, Tom Liner, Tilly Liu, Lydia Oey, Jay Patyk, Dolores Peterson, Lauren Popell, Stephanie Pucci, David Sauter, Rebecca Urrutia-Lopez, Loretta Silverman, and Shawn Townes.

De Anza College: Anne Argyriou, Susanne Carson, Lena Chang, Anu Chitgopekar, Juanita Cordero, Adele Cruz, Mayra Cruz, Purba Fernandez, Diana Fleming, Michelle Fritz, Mark Fu, Shireen Gallardo, Patricia Gibson, Lydia Hearn, Catherine Hrycyk, Mary Ann Ifft, Ernest Johnson, Cindi Kessler, Kathleen Kesten, Paul Klingman, Christopher Kwak, Cynthia Lee, Carmen Lizardi-Folley, Vladimir Logivmenko, Mike Mitchell, Jennifer Myhre, Tersie Ndon, Paul Olejniczak, Christian Purvis-Aldrich, Julie Sartwell, Timothy Shively, Mary Amila Tipton, Kenneth Weisner, and Susan Yoes.

b) Faculty Re-Employment for the 2000-02 and the 2002-03 Academic Years

Foothill College: Patricia Gibbs, Maureen MacDougall, Paul Starer, Anita Whitehill

De Anza College: Veronica Avila, Hassan Bourgoub, Catie Cadge, Tracy Camp, Joan Friesen, David Gray, Mia Hogle-Kettman, Melinda Hughes, Eduardo Luna, Vicki Moreno, Clare Nguyen, Ira Oldham, Cheryl Owiesny, Adrienne Pierre-Charles, Kristin Skager.

Item 24, Approval of Administrative Contracts, was addressed by Vice Chancellor Enright. It was M/S/C (Hay/Moss) (advisory vote – 1 yes) to approve the administrative contracts as follows:

APPROVED
ADMINISTRATIVE
CONTRACTS AS
FOLLOWS: TWO-YEAR
CONTRACTS FROM
JULY 1, 2001 TO JUNE 30,
2003; ONE-YEAR
CONTRACTS FROM
JULY 1, 2001 TO JUNE 30,
2002

- a) grant two-year administrative contracts as listed:
TWO-YEAR CONTRACTS FROM JULY 1, 2001 TO JUNE 30, 2003
- b) to grant one-year administrative contracts as listed:
ONE-YEAR CONTRACTS FROM JULY 1, 2001 TO JUNE 30, 2002.

A listing of the names of the administrators included in each of the above categories is attached to these minutes as **Exhibit A**.

The Board’s attention was called to the following date to remember:

DATE TO REMEMBER

Monday, March 19, 2001 - Regular Meeting

The meeting was adjourned at 8:55 p.m.

ADJOURNMENT

Leo E. Chavez, Chancellor and
Secretary of the Board of Trustees

cmb
Minutes Approved:
March 19, 2001

Exhibit A

TWO YEAR CONTRACTS FROM JULY 1, 2001 TO JUNE 30, 2003

FOOTHILL COLLEGE ADMINISTRATORS

BEERS, GEORGE S	DEAN, INTERNATIONAL AND DISTANCE EDUCATION
BOSTIC, JOHN B	MANAGER, FINANCIAL AID
GATLIN, SUSAN L	DEAN, PHYSICAL EDUCATION AND HUMAN PERFORMANCE
GREGORIO, GERTRUDES	DEAN, ADAPTIVE LEARNING AND DISABLED SERVICES
HARVEY, ALAN	VICE PRESIDENT, EDUCATIONAL RESOURCES AND INSTRUCTION
HUEG, KURT	DIRECTOR, MARKETING, PUBLIC RELATIONS AND COMMUNICATION
HURD JR, WARREN GEORGE	DEAN, FACULTY AND STAFF
JOHNSON, PENELOPE A	DEAN, COUNSELING AND STUDENT SUPPORT
LINDAUER, CHARLES M	DEAN, COMPUTERS, TECHNOLOGY AND INFORMATION
MYERS, ROSEANN	VICE PRESIDENT, STUDENT DEVELOPMENT AND INSTRUCTION
PATTERSON, WILLIAM R	VICE PRESIDENT, INSTITUTIONAL RESEARCH AND INSTRUCTION
PATZ, PENELOPE	VICE PRESIDENT, TECHNOLOGY AND INSTRUCTION
PAVIC, MARY A	DEAN, BIOLOGY AND HEALTH SCIENCES
ZOLTAN, ELIZABETH	DEAN, BUSINESS AND SOCIAL SCIENCE

DE ANZA COLLEGE ADMINISTRATORS

BLINICK, CARON S	DEAN, COMMUNITY SERVICES AND OLDER ADULT EDUCATION
BRANDY, MICHAEL	VICE PRESIDENT, FINANCE AND COLLEGE SERVICES
BURKE, LAWRENCE JOSEPH	DEAN, HUMANITIES AND SOCIAL SCIENCE
BURSON, KATHLEEN A	DEAN, CHILD DEVELOPMENT AND EDUCATION
CANTER, NANCY J	DEAN, CREATIVE ARTS
CASTILLO, CINDY	MANAGER, FINANCIAL AID
DEHN, KLAUS	MANAGER, FOOD SERVICE
ESPINOSA-PIEB, CHRISTINA G	DEAN, ACADEMIC SERVICES
GRIFFIN, ROBERT EDMOND	VICE PRESIDENT, STUDENT SERVICES
JEANPIERRE, LETHA L	DEAN, BUSINESS/COMPUTER SYSTEMS
KUBO, DUANE	DEAN, INTERCULTURAL/INTERNATIONAL STUDIES
KYNE, KATHLEEN	DIRECTOR, ADMISSIONS AND RECORDS
LADD, JAMES C	DIRECTOR, FOOTHILL/DE ANZA COLLEGE BOOKSTORES
LESKINEN, ANNE L	DEAN, PHYSICAL SCIENCE, MATH AND ENGINEERING
MENENDEZ, JOSE	DIRECTOR, PRINTING SERVICES
MINER, JUDY	VICE PRESIDENT, INSTRUCTION
OCONNOR, TERRI	DIRECTOR, MARKETING, COMMUNICATION AND DEVELOPMENT
RIVEROS-SCHAFFER, ENRIQUE	DEAN, LANGUAGE ARTS
RODRIGUEZ JR, BENITO	MANAGER, GROUNDS AND CAMPUS SAFETY
ROSE, RICHARD DAVID	DEAN, COUNSELING AND MATRICULATION
SELLITTI, STEVEN L	DEAN, SPECIAL EDUCATION AND APPLIED TECHNOLOGIES
SHERMAN, STEPHANIE JESSE	DEAN, BIOLOGY AND HEALTH SCIENCES
WARNOCK, RONALD H	DEAN, PHYSICAL EDUCATION AND ATHLETICS

CENTRAL SERVICE ADMINISTRATORS

BLACKWOOD, KATHRYN L	MANAGER, BUDGET OPERATIONS
CASSIDY, CAROLE	EXECUTIVE DIRECTOR, FOOTHILL-DE ANZA COLLEGE FOUNDATION
COURSEY JR, WILLARD A	INTERNAL AUDITOR
KOENIZ, FRANCIS WILLIAM	ASSOCIATE DIRECTOR, FACILITIES, OPERATIONS AND CONSTRUCTION MGMT
NUNEZ, FRANCISCO P	ASSOCIATE DIRECTOR, FACILITIES, OPERATIONS AND CONSTRUCTION MGMT.
PARMAN, GREGORY	DIRECTOR, HUMAN RESOURCES
SCHULZE, JOHN E	DIRECTOR, FACILITIES, OPERATIONS AND CONSTRUCTION MANAGEMENT
WILLIAMS, MARILYN	MANAGER, CUSTODIAL OPERATIONS

ONE YEAR CONTRACTS FROM JULY 1, 2001 TO JUNE 30, 2002

FOOTHILL COLLEGE ADMINISTRATORS

BURNS, MARIE-ELAINE	DEAN, MIDDLEFIELD AND EVENING CAMPUS
DORSEY, DONALD E	DEAN, STUDENT AFFAIRS AND ACTIVITIES
GRAHAM, DUNCAN W	DEAN, FINE ARTS AND COMMUNICATION
GUSMAN, FRANCES, ANN	DEAN, STUDENT OUTREACH AND RETENTION
PAULE, ROMEO B	ASSOCIATE DIRECTOR, FOOTHILL BOOKSTORE
SINOUE, VIVIAN	DEAN, DISTANCE AND MEDIATED LEARNING

DE ANZA COLLEGE ADMINISTRATORS

FRISCHE, ALLEN R	DIRECTOR, BUDGET AND PERSONNEL
JONES, DERYL W	ASSOCIATE DIRECTOR, DE ANZA BOOKSTORE
MC CARTHY, JAMES, M	DEAN LIBRARY SERVICES
WARD, MARY JACQUELYN	DEAN, DISTANCE & EXTENDED LEARNING

CENTRAL SERVICE ADMINISTRATORS

HYLTON, CHERYL ANN	ASSOCIATE DIRECTOR, DEVELOPMENT
REDMOND, CARMEN A	MANAGER, PURCHASING SERVICES

GRANT FUNDED - INFORMATION ONLY

CONTRACTS WILL BE ISSUED WHEN FUNDING IS CONFIRMED

FOOTHILL COLLEGE ADMINISTRATORS

CONWAY, MARY P	MANAGER, NASA/AMES INTERNSHIP TRAINING PROGRAMS
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GRANT FUNDED - INFORMATION ONLY

CONTRACTS WILL BE ISSUED WHEN FUNDING IS CONFIRMED

DE ANZA COLLEGE ADMINISTRATORS

BROWN, CARL L	DIRECTOR, HTCTU
CURBY, PAULETTE YOUNG	DIRECTOR, CENTER FOR APPLIED COMPETITIVE TECHNOLOGY
PROUTY, FLORENCE	DIRECTOR, BUSINESS AND INDUSTRY INSTITUTE
WILLIG, CURTIS V	DIRECTOR, OCCUPATIONAL TRAINING INSTITUTE