

The Board of Trustees of the Foothill-De Anza Community College District held its regular meeting on Monday, October 1, 2001. At 5:30 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, Foothill-De Anza Community College District, 12345 El Monte Rd., Los Altos Hills, CA 94022. The Board adjourned to Closed Session and President P. Fong reconvened the Public Meeting at 7 p.m. in the Board Room of the District Administration Building. He 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
Les Leonardo, De Anza Student Trustee
Louis Robinson, Foothill Student Trustee

The following were also present:

Staff:	Barbara Abel	Catherine Bauknight
	Mike Brandy	Carl Brown
	Kathleen Burson	Leo Chavez
	Corinne Cleaveland	Jane Enright
	Bernadine Fong	Robert Griffin
	Alan Harvey	Ken Horowitz
	Kurt Hueg	Ruth Jones
	Martha Kanter	Marsha Kelly
	Ann Lee-Yen	Karen Lemes
	Bill Lindke	Faith Milonas
	John Mummert	Lynn Olsen
	Esther Pon	Donna Rosenthal
	Eric Rosenthal	Larry Rouse
	John Schulze	Lori Thomas
	Paula Wade	Claudette Weber
	Jerrick Woo	

Press: None

Students: None

Public: John Assunto, Gilbane
Jennifer Farnham, Gilbane
Jim Jackson, Perkins and Will
Nick Seierup, Perkins and Will

President P. Fong reported that no action was taken in Closed Session.

NO ACTION TAKEN
IN CLOSED
SESSION

President P. Fong asked if there were any additions or corrections to the minutes of the special meeting of August 29, 2001 and the regular meeting of September 10, 2001. The minutes were approved as drafted.

APPROVAL OF
MINUTES OF
AUGUST 29, 2001
AND SEPTEMBER
10, 2001

President P. Fong asked if there was any correspondence which should be brought to the Board's attention. There was no correspondence.

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

Foothill Student Trustee Louis Robinson commented on the very well-attended and successful Foothill Freshman Orientation Program held last week.

Trustee Judy Moss complimented the Chancellor on his speech on opening day. She added that as usual it was a very stirring day and it got the District off to a good start for the year.

De Anza President Martha Kanter noted that De Anza is delighted to announce that Admissions and Records Dean Kathy Kyne is president-elect of the California Association of Community College Registrars and Admissions Officers (CAC CRAO), a statewide organization.

President Kanter also distributed copies of the first *English as a Second Language*, Student Prose and Poetry booklet, recently published at De Anza College, and a new brochure advertising the De Anza College *LINC Program*, Learning in Communities.

Foothill President Bernadine Fong noted that the Board received copies of the President's report. She also pointed out that Foothill Fine Arts Instructor Elizabeth Barkley was this year's recipient for the California Virtual Campus Award (CVC).

Foothill Dental Hygiene Instructor Ken Horowitz commented to the Board regarding his concerns relating to Board Policy 9128, Public Participation.

President P. Fong asked if any items should be removed from the Consent Calendar. No items were removed. It was M/S/C (Mason/Hay) (advisory vote - 2 yes) to take action as recommended on Items 1 – 7 of the Consent Calendar as follows:

CONSENT
CALENDAR

Item 1, Authorized travel for Trustee Paul Fong to attend Association of Community College Trustees Conference, October 10-13, 2001, San Diego.

Item 2, Ratified the renewal of the Microsoft Campus Agreement Vs. 3.0 to purchase software for use by District employees, sponsored by the Foundation for California Community Colleges for a total cost of \$73,599.68.

Item 3, Ratified a list of contracts, agreements, and independent contractor agreements signed by Vice Chancellor Keller.

Item 4, Confirmed the District's "Certification of Inventory For Fiscal Year: 2001."

Item 5, Approved/Ratified Personnel Actions as Follows:

PERSONNEL

Employee: **Marlyn Bergerud**
Position: Vice President
College: De Anza College
Division: Workforce & Economic Development
Action: **Employment**
Compensation: Level L, Step III - \$8,658.31/month
Effective Date: November 1, 2001 #/Months: 12

Employee: **Thomas Byrd**
Position: Instructor, Health Sciences
College: De Anza College
Division: Biological and Health Sciences
Action: **Accept Resignation for Purposes of Retirement**
Effective Date: March 31, 2002

Employee: **Mary Jay Arlene Green**
Position: Paramedic Instructor/Program Director
College: Foothill College
Division: Biological and Health Sciences
Action: **Temporary Full-Time Contract Replacement**
Effective Date: 2001 – 2002 Academic Year
Compensation: Column I, Step B - \$4,419.52/month
Note: Employment is in accordance with Education Code Section 87481

Employee: **Maribeth Hendrickson**
Position: Instructor
College: Foothill College
Division: Business and Social Sciences
Action: **Extend leave through June 28, 2002 in Accordance with Article 16 of Agreement Between the District and the Faculty Association and Education Code Section 87789**
Effective Date: 2001 – 2002 Academic Year

Employee: **Sharon Luciw**
Position: Director, Systems & Networks
College: District
Division: Educational Technology Services
Action: **Employment**
Effective Date: September 17, 2001 #/Months: 12
Compensation: Level K, Step 1 @ \$7,675.81/month

Employee: **Tersie U. Ndon**
Position: Children's Center Teacher
College: De Anza College
Division: Child Development and Education
Action: **Resignation**
Effective Date: September 19, 2001

Employee: **Stephanie Pucci**
Position: Paramedic Instructor/Program Director
College: Foothill College
Division: Biological and Health Sciences
Action: **Resignation**
Effective Date: October 1, 2001

Employee: **Ann Reh**
Position: Instructor, English
College: De Anza College
Division: Language Arts
Action: **Temporary Full-Time Contract Replacement**
Effective Date: September 20, 2001 – June 28, 2002
Compensation: Column III, Step F @ \$5,762.02/month
#/Months: 10
Note: Employment is in accordance with Education Code Section 87481

Employee: **James J. Woolever**
Position: Instructor
College: Foothill College
Division: Business and Social Sciences
Action: **Employment as Full-Time Leave Replacement For Maribeth Hendrickson**
Effective Date: 2001-2002 Academic Year
Compensation: Column V, Step I @ \$6,875.59/month
Note: Employment is in accordance with Education Code Sections 87481 and 87789

Item 6, Approved the actions reflected in the Human Resources Report dated October 1, 2001.

Item 7, Approved two additional Professional Development Leaves for Faculty Members Ann Lee-Yen and Ruth Jones.

Item 8, Foothill Recognition Awards and Chancellor's Recognition Awards, was addressed by President P. Fong. Foothill President B. Fong introduced staff and faculty of the Foothill College Children's Center and Director Kathleen Burson and thanked them for their service and outstanding contributions to Foothill College and its student-parents. Chancellor Chavez and President B. Fong presented certificates of appreciation to Barbara Abel, Corinne Cleaveland, Ruth Jones, Ann Lee-Yen, Esther Pon, Paula Wade, and Kathleen Burson.

FOOTHILL AND
CHANCELLOR'S
RECOGNITION
AWARDS

President B. Fong recognized the recipients of the Chancellor's Recognition Award from Foothill Admissions and Records staff--Bill Lindke, Lynn Olsen, Jerrick Woo and Eric Rosenthal. She noted that Bill Lindke, Lynn Olsen, and Jerrick Woo served Foothill above and beyond the call of duty working with the FBI into the early hours of Saturday morning, September 15, 2001, on a special investigation.

She added that, Eric Rosenthal, a new A & R Internet Registration Assistant took the initiative to correct a registration system error that would have lost 291 students because their applications were lost in "cyberspace."

Chancellor Chavez and President B. Fong presented certificates to each of the recipients. President P. Fong congratulated all the recipients on behalf of the Board.

Item 9, Report from Foundation Board Meeting, was presented by Trustees Hay and Sandoval. Copies of the agenda and supporting materials from the September 25, 2001 Foundation Board Meeting were distributed to the Board. Trustee Mason requested that the Chancellor schedule an annual Foundation report on the Board calendar.

REPORT FROM
FOUNDATION
BOARD MEETING

Item 10, Resolution Directing the Selection of External Auditor, was addressed by Chancellor Chavez. Trustee Moss requested that two revisions be included in the resolution—the striking of paragraph 3 and an addition in paragraph 4 at the end of the 5th line following "public accountants" to read *no contract be extended for a period of more than 3 years*.

RESOLUTION
DIRECTING THE
SELECTION OF
EXTERNAL
AUDITOR

It was M/S/C (Moss/Hay--Mason voted "no") (advisory vote – 2 yes) to adopt the Resolution Directing the Selection of External Auditor as revised in the preceding paragraph.

Item 11, Set Time and Date for Graduation, was addressed by Chancellor Chavez who stated that the two colleges would like to consider a change in the graduation schedule. He explained that traditionally De Anza graduation ceremony takes place early on Friday afternoon which presents several problems including the usually very warm temperature outside and a conflict with the exam schedule. He added that staff would like to explore other possible days and times for the De Anza ceremony. Foothill College plans to keep its same schedule with the ceremony planned for Friday evening.

TIME AND DATE
FOR GRADUATION
EXPLORED

Following a lengthy discussion, the Board agreed to a change in the graduation schedule to accommodate De Anza College and requested that staff bring back a recommendation for a different day and time.

Item 12, Draft Master Plan for the Foothill Campus, was addressed by Nick Seierup from Perkins and Will. Mr. Seierup presented an overview of the plan showing various views of the campus, the path of the Monta Vista fault and the placement of the proposed new buildings. He noted that research is being done on two issues, the future of the Pedestrian Bridge, related to its proximity to the fault, and the possible extension of the Loop Road to the new Science/Student Services complex. He added that both projects will require further study before meaningful alternatives can be presented to the Board for consideration.

FOOTHILL DRAFT
MASTER PLAN

Following questions and discussion, Chancellor Chavez stated that the Master Plan for the Foothill Campus will be brought back to the Board on October 15, 2001 for approval. Foothill President B. Fong noted that an informational meeting on the Foothill Master Plan is planned for Foothill campus neighbors and citizens of the area on October 9, 2001 at 6:30 p.m.

Foothill Vice President of Educational Resources and Instruction Alan Harvey introduced the new Director of Foothill Facilities and Operations, John Mummert. President P. Fong welcomed Mr. Mummert to the meeting.

MUMMERT
INTRODUCED

President P. Fong asked if any items should be removed from the Measure E Consent Calendar. No items were removed.

MEASURE E
CONSENT
CALENDAR

It was M/S/C (Sandoval/Mason) (advisory vote – 2 yes) to take action on Items 13 through 21 as follows:

Item 13, Ratified Foothill Addendum No. F-3 to the Agreement for Consultant Services between Foothill-De Anza Community College District and Allana-Lippert as follows: Professional Peer Review and Construction Monitoring Services for the Fine Arts Phase I Project at Foothill College for \$8,655.

Item 14, Ratified Addendum No. 3 to the Agreement between Foothill-De Anza Community College District and Sugimura & Associates for the Temporary Facilities/Swing Space, Project #140 at Foothill College for \$3,075 with no reimbursables.

Item 15, Ratified Foothill Addendum No. F-2 to the Agreement for Consultant Services between Foothill-De Anza Community College District and Allana-Lippert which includes Professional Peer Review and Construction Monitoring Services for the Bricks project at Foothill College for \$10,425.

Item 16, Ratified Addendum No. F-1 to the Agreement for Consultant Services between Foothill-De Anza Community College District and Allana-Lippert for services as follows: Professional Peer Review and Construction Monitoring Services for the Center for Innovation Project at Foothill College for \$4,530.

Item 17, Ratified Addendum No. F-17 to the Agreement for Consultant Services between Foothill-De Anza Community College District and Cleary Consultants, Inc., to provide soils engineering observation and testing services during the renovation of the Center for Innovation on an hourly, time and material basis with a not-to-exceed price and reimbursables for a total of \$3,850.

Item 18, Ratified Addendum No. F-18 to the Agreement for Consultant Services between Foothill-De Anza Community College District and Cleary Consultants, Inc., for soils engineering services during the landslide repair construction for Project #106, Loop Road Resealing at Foothill College, for \$1,155.

Item 19, Ratified Foothill Amendment No. F-14 to the Agreement for Consultant Services between Foothill-De Anza Community College District and Sandis Humber Jones for the design area for parking at the Upper Tennis Court Area per Project #106, Loop Road Resealing at Foothill College, for \$2,300.

Item 20, Ratified Foothill Amendment No. F-15 to the Agreement for Consultant Services between Foothill-De Anza Community College District and Sandis Humber Jones as follows: Cost benefit analysis of reactivating the existing campus irrigation wells per Project #127, Water Line Separation at Foothill College, for \$8,370.

Item 21, Ratified a contract for professional services in preparation of Capital Outlay Program applications and other State of California seismic related issues with Community College Services Group for the not-to-exceed sum of \$30,000.

Item 22, 2002-06 Five-Year Construction Plan, was addressed by Director of Facilities, Operations and Construction Management John Schulze. He gave an overview of the listing of the projects and responded to questions from the Board. It was M/S/C (Hay/Mason) (advisory vote – 2 yes) to confirm the District’s 2002-06 Five-Year Construction Plan (2002-03 First Funding Year).

FIVE-YEAR
CONSTRUCTION
PLAN

Item 23, Layoff Due to Reduction in Funding, was addressed by Vice Chancellor of Human Resources and Affirmative Action Jane Enright. She explained that program funding has been eliminated for the position of OTI Instructional Associate, 50% position.

LAYOFF DUE TO
REDUCTION IN
FUNDING

It was M/S/C (Mason/Moss) (advisory vote – 1 yes; 1 abstention) to approve the layoff and authorize District representatives to provide the employee with a 30-day notice of layoff.

The Board's attention was called to the following dates to remember:

DATES TO REMEMBER

October 15, 2001 Regular Board Meeting
 PAA's
 De Anza Master Plan

President P. Fong adjourned the meeting at 8:40 p.m.

ADJOURNMENT

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

cmb
Minutes Approved:
October 15, 2001