

**FOOTHILL-DE ANZA
COMMUNITY COLLEGE DISTRICT**

**MINUTES
November 18, 2002**

The Board of Trustees of the Foothill-De Anza Community College District held a regular meeting on Monday, November 18, 2002. At 6:30 p.m., President Hay declared a quorum was present and commenced the meeting in the Chancellor's Office of the Foothill-De Anza Community College District, 12345 El Monte Road, Los Altos Hills, CA 94022. The Board immediately adjourned into closed session and re-convened the public session at 7:00 p.m. in the District Board Room. President Hay led the Board and those present in the Pledge of Allegiance.

PUBLIC SESSION

The roll call indicated the following members were present:

ROLL CALL

Sandy Hay, President
Mary Mason, Vice President
Paul Fong
Andrea Leiderman
Judith Moss
Sarah Wiehe, Foothill College Student Trustee
Deanna Stewart, De Anza College Student Trustee

The following were also present:

Staff:	Caron Blinick	Larry Bloom
	Mike Brandy	Leo Chavez
	Jane Enright	Bernadine Fong
	Joseph Francis	Robert Griffin
	Ken Horowitz	Marsha Kelly
	Karen Lemes	Sharon Luciw
	Larry Miller	Faith Milonas
	Judy Miner	Jon O'Bergh
	Kathy Plum	Larry Rouse
	John Schulze	Paul Setziol
	Marisa Spatafore	Paul Starer

Press: Clyde Noel, *Los Altos Town Crier*
Krystle Ralston

Students:	Javad Aghamiri	Danh Bui
	Robin Claassen	Fiona Cua
	Louis Robinson	

Public: Jennifer Farnham, Gilbane Company

President Hay reported that the Board took action in closed session to appoint Lois Callahan as Interim Chancellor.

REPORTING OUT FROM
CLOSED SESSION

President Hay asked if there were any additions or corrections to the minutes of the regular meeting of November 4, 2002. The minutes were approved as drafted.

APPROVED
NOVEMBER 4, 2002
MINUTES

Trustee Mason gave a report from the November 18 Audit & Finance Committee meeting, noting that the Committee had reviewed the draft 2001-02 Audit Report.

AUDIT & FINANCE
COMMITTEE REPORT

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

CORRESPONDENCE

President Hay 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

Trustee Mason reported that she attended the Community College League of California (CCLC) Conference. She also attended the California Community College Trustees meeting at the conference and distributed an official Board statement on funding. She reported a general consensus among trustees in opposition to Article 34 of the draft Master Plan for Education, and noted that the Board of Governors recently voted its objection as well. Foothill Student Trustee Wiehe, Trustee Fong and Trustee Leiderman also reported on their attendance at the CCLC Conference.

Trustee Fong congratulated athletic director Chuck Elder for organizing a reunion of football team alumni. President Hay reported that the League of Women Voters held a meeting at De Anza and discussed their study of community college funding. Trustee Moss noted that she has worked with the local League of Women Voters on planning for this study. Trustee Leiderman reported that she attended the Celebrity Forum event featuring former President Bill Clinton, and she attended the premiere of "The Green Dragon" at De Anza.

De Anza Vice President of Instruction Judy Miner, representing President Martha Kanter, invited all to the November 20 groundbreaking for the Science Center. Foothill President Fong reported that the Women's Golf Team finished the season undefeated. She also brought to the Board's attention the African-American Network's publication "The Griot."

De Anza Academic Senate President Paul Setziol expressed his pleasure at the appointment of Lois Callahan as Interim Chancellor. Instructor Ken Horowitz spoke about construction bill AB 1000 and concerns about reducing air pollution.

President Hay asked if any item should be removed from the Consent Calendar. It was M/S/C (Mason/Wiehe) (advisory vote – 2 yes) by a unanimous vote to take action as recommended on items 1-4 as follows:

APPROVAL OF
CONSENT CALENDAR

Item 1, approved Short Courses Schedule – Winter 2003;

Item 2, approved Resolution to Appoint PARS Plan Administrator;

Item 3, approved Personnel Actions as follows:

PERSONNEL

Name: **Marrietta Reber**
Position: Technical Communications Instructor
College: De Anza
Division: Language Arts
Action: **Employment**
Effective Date: January 6, 2003 # of Months: 10
Compensation: Column IV, Step F — \$6,216.17/month

Item 4, approved Human Resources Report.

Item 5, Presentation on Academic Integrity and Plus/Minus Grading, was addressed by Chancellor Chavez. De Anza Academic Senate President Paul Setziol, District Academic Senate President Larry Miller, and Foothill Academic Senate President Larry Rouse gave presentations and responded to questions. Dr. Rouse noted that the Foothill Academic Senate had voted to support the proposed policy on academic integrity.

PRESENTATION ON
ACADEMIC INTEGRITY
AND PLUS/MINUS
GRADING

ASFC President Javad Aghamiri and Foothill student Louis Robinson expressed several concerns on behalf of students, and DASB representative Robin Claassen noted that students are currently being surveyed at De Anza. Student Trustees Wiehe and Stewart expressed their concerns about plus/minus grading. Instructor Paul Starer spoke in support of plus/minus grading.

President Hay reiterated his concern about a lack of uniformity and suggested that, whether or not the Board adopts plus/minus grading, faculty need to discuss academic standards and the effect on student success. Before the Board revisits the issue to consider what action to take on the proposal, Trustee Mason requested that the Board be apprised on what discussions are taking place to address concerns about uniform application of plus/minus grading and determine how widely technical courses accept plus/minus grading.

Item 6, Revised Board Policy 3217, Non-Smoking Areas, was addressed by Acting Vice Chancellor of Business Services Mike Brandy. The policy will be presented for adoption at the next meeting.

NON-SMOKING AREAS
POLICY, FIRST
READING

Item 7, First Quarter Financial Report 2002-03, was addressed by Acting Vice Chancellor Brandy, who gave an overview of district finances and responded to questions. He noted that an ongoing operating deficit of \$5 million was covered by the positive ending balance from 2001-02, but the problem needs to be addressed for subsequent years.

FIRST QUARTER
FINANCIAL REPORT

Item 8, Resolution to Adopt Budget Revisions and Transfers, was addressed by Vice Chancellor Brandy. It was M/S/C (Mason/Moss) (advisory vote – 2 yes) by a unanimous vote to adopt the Budget Revisions and Transfers.

ADOPTED BUDGET
REVISIONS AND
TRANSFERS

Item 9, Network Annual Maintenance Contract, was addressed by Director of Systems and Networks Sharon Luciw, who noted that the contract amount had been reduced from the amount quoted in the backup material. It was M/S/C (Fong/Stewart) (advisory vote – 2 yes) by a unanimous vote to approve the Network Annual Maintenance Contract with Alcatel for the reduced amount of \$184,567.72.

APPROVED NETWORK
ANNUAL
MAINTENANCE
CONTRACT

President Hay asked if any item should be removed from Item 10, Measure E Consent Calendar. No items were removed. It was M/S/C (Mason/Fong) (advisory vote – 2 yes) by a unanimous vote to take action as recommended on Item 10 A–D as follows:

APPROVAL OF
MEASURE E CONSENT
CALENDAR

- A.** *Title:* Independent Contractor Agreement
 Vendor: Jeff Sultan PE
 Agreement Date: October 7, 2002
 Campus: De Anza College
 Project No.: 765-244
 Project Name: HV Cable Replacement
 Amount: \$10,000
 For: Power Study and Master Plan
 Action: Ratification

- B.** *Title:* Construction Change Order No. 2
 Vendor: HRB Construction
 Agreement Date: April 29, 2002
 Campus: De Anza College
 Project No.: 211
 Project Name: “A” Quad Renovation (Buildings A5 & A7)
 Amount: \$11,253
 For: Eleven items of change; mechanical, electrical, and
 finishes
 Action: Ratification

C. *Title:* Revision Order No. 2 PAA F01
 Vendor: Sugimura & Associates
 Agreement Date: November 4, 2002
 Campus: Foothill College
 Project No.: 119
 Project Name: Fine Arts Phase II
 Amount: \$6,575
 For: Additional services for acoustical consultant
 Action: Ratification

D. *Title:* Contractor Change Order No. 3
 Vendor: West Valley Construction
 Agreement Date: September 17, 2001
 Campus: Foothill College
 Project No.: 127
 Project Name: Water Line Separation
 Amount: \$11,985
 For: Additional services for the water line installation
 Action: Ratification

Item 11, Measure E Overhead, was addressed by Director of Facilities, Operations and Construction Management John Schulze. He gave a presentation on revised overhead projections, noting that \$12.7 million will be available for distribution to Foothill, De Anza and Central Services according to the proposed guidelines. Overhead rates will now be re-evaluated annually.

MEASURE E
 OVERHEAD
 PRESENTATION

Trustee Leiderman asked if it is typical to set these rates as proposed, and Vice Chancellor Brandy explained that this is generally consistent for bond projects. She asked about the risk in redistributing the funds during the process, and Mr. Brandy responded that it is a fairly minimal risk. Instructor Horowitz pointed out a discrepancy between figures for Foothill and Central Services reported in Mr. Schulze’s presentation and figures in the Measure E Report given to the Audit & Finance Committee.

The Board’s attention was called to the following date to remember:
 December 2, 2002 — Regular Meeting

DATE TO REMEMBER

The meeting was adjourned at 9:15 p.m.

ADJOURNMENT

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