



FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

MINUTES

REGULAR MEETING

May 5, 2003

CALL TO ORDER AND ROLL CALL

President Mary Mason declared a quorum was present and called the meeting to order at 3:00 p.m. in the District Board Room of the Foothill-De Anza Community College District, 12345 El Monte Road, Los Altos Hills, CA 94022.

Trustees Present:

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

CLOSED SESSION

The five publicly elected members of the Board immediately adjourned into closed session in the Chancellor's Office with the individual listed below to discuss:

PUBLIC EMPLOYMENT — Position: Chancellor

Others Present:

Del Anderson, ACCT search consultant

At 6:30 p.m., the Board continued in closed session with the individuals listed below to discuss:

CONFERENCE WITH LABOR NEGOTIATOR

District Negotiator: Jane Enright

Employee Organizations: All Represented and Unrepresented Groups

PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE

Executive Administrators Present:

Lois Callahan, Interim Chancellor
Jane Enright, Vice Chancellor of Human Resources and Equal Opportunity
Bernadine Fong, President of Foothill College
Martha Kanter, President of De Anza College

RE-CONVENE PUBLIC SESSION

President Mason re-convened the public session at 7:00 p.m. in the District Board Room. She led the Board and those present in the Pledge of Allegiance. The following staff, press, students and members of the public were present:

<i>Staff:</i>	Anne Adams	Joseph Francis	Patricia Mondik
	Carlita Alamban	Stephanie Franco	Deshpande Mrinmaie
	William Baldwin	Kathy Fransham	Nick Muntean
	Karoll Baudoux	David Garrido	Rose Myers
	Pat Beall	Robert Griffin	Jon O’Bergh
	Carole Beck	Al Guzman	Verley O’Neal
	Sharon Berg	Art Hand	Pam Parker
	Mike Brandy	Bonnie Harvey	Greg Parman
	Mary Browning	Susan Ho	Willie Pritchard
	Lois Callahan	Alex Hochstraser	Francis Ramirez
	Nancy Chao	Pam Hodges	Thelma Redmon
	Maureen Chenoweth	Kurt Hueg	Carmen Redmond
	John Cognetta	Howard Irvin	Javier Rueda
	Linda Conroy	Akemi Ishikawa	John Schulze
	Will Coursey	Martha Kanter	Paul Setziol
	Stanley Cross	Marsha Kelly	Greg Shaw
	Martha De La Cerda	Karen Lemes	Daphne Small
	Cynthia Denman	Les Leonardo	Marisa Spatafore
	Don Dorsey	Christine Mangiameli	Lan Trinh
	Ed Dunn	Yusuf Mathir	Trudy Walton
	Jane Enright	Faith Milonas	Janice Winkel
	Lily Espinoza	Sherri Mines	Carmela Xuereb
	Bernadine Fong	Blanche Monary	Paul Zink
<i>Press:</i>	Clyde Noel, <i>Los Altos Town Crier</i>		
<i>Students:</i>	Javad Aghamiri	Jolly	Ali Rahnoma
	Danh N. Bui	Max Li	Kelly Roche
	Nathaniel Butler	Katrina Martinez	Sonja Rose
	Fiona Cua	Melecia Navarro	Melissa Sanchez
	Chris Cutter	Baird Nuckalls	Arun Anand Sellathurai
	Rachna Dumsa	Mari Okadome	Kenneth Sham
	Melanie Dunn	Krupa Patel	Mercilie Sowers
	Natasha Flowers	Colin Pickel	Rodolfo Vazquez
	Dawn Hackman	Ricky Polim	Adam Welch
	Devin Holloway	Lincoln Poon	Kristy Williams, <i>Sentinel</i>
<i>Public:</i>	Jim Cochran	Kristy Semmersheim, SEIU Local 715	

REPORTING OUT FROM CLOSED SESSION

President Mason reported that no action was taken in closed session.

APPROVAL OF MINUTES

The minutes of the April 21, 2003 meeting were approved as drafted.

CORRESPONDENCE

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

HEARINGS: ITEMS NOT ON THE AGENDA

Trustees

Student Trustee Wiehe reported on her attendance at the Phi Theta Kappa Conference. Trustee Leiderman reported on her attendance at a dinner sponsored by Asian Americans for Community Involvement, at which Trustee Fong was presented with a leadership award. Trustee Fong reported that he hosted a breakfast for Asian Pacific American Trustees of California at the Community College League of California Conference. Trustee Hay reported that he joined De Anza President Martha Kanter and Dean of Child Development and Education Kathleen Burson in a meeting with Assemblyperson Sally Leiber to discuss the Child Development Center funding issue. President Mason reported that she and Interim Chancellor Lois Callahan met with Senator Byron Sher to discuss SB 6, a bill concerning local control of governing boards.

Staff

Interim Chancellor Lois Callahan reported that she attended a legislative hearing in Sacramento where SB 6 was postponed and referred back to committee. Foothill President Bernadine Fong distributed a brochure outlining events for Latino Heritage Month. De Anza President Martha Kanter noted that the Cupertino City Council was considering a proposal on teacher housing assistance.

Students / Public

De Anza students Suni Rose and Baird Nuckalls, along with De Anza faculty member Linda Conroy, addressed the Board with concerns on cutbacks affecting the Child Development Center. Multicultural Staff Association President Les Leonardo addressed the Board with a petition in support of a resolution on multicultural education, student equity and diversity. A student named Jolly read the resolution.

APPROVAL OF CONSENT CALENDAR

Trustee Hay asked whether the positions in the High Tech Center Training Unit were categorically funded. Vice Chancellor of Human Resources and Equal Opportunity Jane Enright responded that this was correct, and funding had come through.

- M/S/C:** Hay/Wiehe
- Advisory vote:** 2 yes
- Board vote:** unanimous
- Action:** Approved / Ratified Items 1-4 of the Consent Calendar as follows:

Item 1 — **Ratified** CONTRACTS AND AGREEMENTS

Item 2 — **Approved** FACULTY EXCHANGE AGREEMENT BETWEEN DE ANZA COLLEGE AND UNIVERSITY OF HAWAII

Item 3 — **Approved/Ratified PERSONNEL ACTIONS:**

Name: **Carl Brown**
Position: Director, High Tech Center Training Unit
College: De Anza
Division: Special Education
Action: **Approve Employment Contract**
Effective Date: July 1, 2003 through December 31, 2003
Comments: In accordance with Chapter III of the Administrators Handbook.

Name: **Dorothy Coltrin**
Position: Instructor
College: De Anza
Division: Biological and Health Sciences
Action: **Retirement**
Effective Date: June 28, 2003

Name: **Gaeir L. Dietrich**
Position: Instructor
College: De Anza
Division: Special Education/High Tech Center Training Unit
Action: **Employment**
Effective Date: July 1, 2003 through December 31, 2003
Comments: In accordance with the provisions of Education Code Section 87470.

Name: **Patricia Gibson**
Position: Counselor
College: De Anza
Division: Counseling and Matriculation
Action: **Reduction in Contract from 11 to 10 months**
Effective Date: July 1, 2003 through June 30, 2004

Name: **Sean Keegan**
Position: Instructor
College: De Anza
Division: Special Education/High Tech Center Training Unit
Action: **Employment**
Effective Date: July 1, 2003 through December 31, 2003
Comments: In accordance with the provisions of Education Code Section 87470.

Name: **Heidi Melas**
Position: Instructor
College: De Anza
Division: International/Intercultural Studies
Action: **Reduction in Contract by 33%**
Effective Date: 2003-2004 through 2004-2005 academic years
Comments: **Correction to action taken at April 7, 2003 Board Meeting.**

Name: **Mark Molander**
Position: Instructor
College: De Anza
Division: Language Arts
Action: **Retirement**
Effective Date: June 28, 2003
Comments: In accordance with Article 19, Retirement Incentive Program of the *Agreement* between the District and the Faculty Association.

Name: **Sam Ogami**
Position: Instructor
College: De Anza
Division: Special Education/High Tech Center Training Unit
Action: **Employment**
Effective Date: July 1, 2003 through December 31, 2003
Comments: In accordance with the provisions of Education Code Section 87470.

Item 4 — Approved HUMAN RESOURCES REPORT

Item 5

2003-04 DE ANZA ASSOCIATED STUDENT BODY (DASB) BUDGET AND ASSOCIATED STUDENTS OF FOOTHILL COLLEGE (ASFC) BUDGET

DASB President Melecia Navarro and DASB Vice President of Budget and Finance Colin Pickel presented the DASB budget and responded to a question from Trustee Leiderman about the process for allocating categorical funds. President Mason thanked the students for a well prepared budget in an easy-to-read format, and Trustee Moss commended them for maintaining funding equity between men's and women's sports.

M/S/C: Stewart/Wiehe
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved 2003-04 DASB Budget

ASFC President Javad Aghamiri, ASFC Finance Board Agent Rodolfo Vazquez, ASFC Vice President of Finance Krupa Patel, ASFC Budget Commissioner Kelly Roche, and ASFC Fundraising Coordinator Melissa Sanchez presented the ASFC budget. They responded to questions from Trustee Moss about funding differences for men's and women's golf, from Student Trustee Stewart about the tenor of the budget process, and from Trustee Leiderman about some budgeted amounts being larger than expenses to date. President Mason thanked the students for the strong presentation and easy-to-read format, and Interim Chancellor Lois Callahan commented that the presentations from both DASB and ASFC were the most sophisticated she had seen from student body governments in all of her experience.

M/S/C: Wiehe/Stewart
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved 2003-04 ASFC Budget

Item 6

FEE INCREASES

Interim Chancellor Lois Callahan presented the proposed increases in parking fees and parking citations. She noted that parking citation charges would be in line with the amounts charged at other community college districts. Trustee Leiderman requested that the District also ensure that moving violation citation charges are at the maximum level allowed.

M/S/C: Fong/Hay
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved the following fee increases effective July 1, 2003:

- \$26.65 Student Decal Parking Fee per quarter (except summer)
- \$20.00 Student Decal Parking Fee for Summer Session
- \$15.00 Student Motorcycle Parking Fee per quarter
- \$5.00 Parking Fee for De Anza Flea Market
- \$30.00 citation costs

Interim Chancellor Callahan noted for the Board's review the proposed facility use fees effective July 1, 2003, which do not require Board action to be implemented.

Item 7

AUTHORIZATION OF TWO MOVING SERVICE CONTRACTS

M/S/C: Moss/Hay
Advisory vote: 2 yes
Board vote: unanimous
Action: Authorized the Director of Material and Purchasing Services to award the primary contract to Cor-o-van Moving and Storage and the secondary contract to Mont/Rose Moving Systems, Inc., with a maximum total three-year value of \$300,000 per contract

Item 8

MEASURE E CONSENT CALENDAR

M/S/C: Leiderman/Fong
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved/Ratified the Measure E Consent Calendar, A and B, as follows:

- A.** *Title:* Revision Order #1 to Addendum #F-25 (P.O. #M240317)
Vendor: Cleary Consultants, Inc.
Agreement Date: March 4, 2002
Campus: Foothill College
Project No.: 153
Project Name: Campus Center Complex
Amount: Not to Exceed \$4,500
For: Additional seismic hazard investigation
Action: Ratification

- B.** *Title:* Contractor Change Order #12
Vendor: Tinney Construction, Inc.
Agreement Date: January 15, 2002
Campus: Foothill College
Project No.: 142
Project Name: The Bricks
Amount: \$4,808
For: Modify bricks at exterior of 4100 and 6700, credit on vapor barrier for first phase, hydronic pipe resizing, and signage credit
Action: Ratification

Item 9

PROJECT ASSIGNMENT AMENDMENT (PAA) #D-05 TO AGREEMENT WITH ALLANA LIPPERT — DE ANZA PROJECT #765-202, SCIENCE CENTER

- M/S/C:** Hay/Wiehe
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved PAA #D-05 to the agreement with Allana Lippert, Inc. in the amount not to exceed \$76,558

Item 10

AGREEMENT WITH NETCOR DESIGN SYSTEMS — Foothill Project #153, Campus Center

- M/S/C:** Leiderman/Stewart
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved agreement with Netcor Design Systems in the lump sum amount of \$106,740

Item 11

REVISION #2 TO PROJECT ASSIGNMENT AMENDMENT (PAA) #20 TO AGREEMENT WITH PERKINS & WILL — Foothill Project #153, Campus Center

- M/S/C:** Leiderman/Fong
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved Revision #2 to PAA #20 to agreement with Perkins & Will in the amount of \$65,231

Item 12

REAFFIRMATION OF CULTURAL DIVERSITY/EQUAL OPPORTUNITY POLICY 4100

Interim Chancellor Lois Callahan explained the importance of reaffirming the District's commitment to diversity and equal opportunity in this time of fiscal constraints. She noted that every effort has been made to protect positions and diversity, but the depths of the District's budget shortfall has resulted in layoffs. A report on the impact of layoffs on diversity will be made once the layoff process has been completed. Trustee Moss, noting that the policy requires periodic updating of the

District’s Equal Opportunity Plan, inquired about updates. Vice Chancellor of Human Resources and Equal Opportunity Jane Enright responded that the District’s Equal Opportunity Plan was last updated two-and-a-half years ago. She went on to say that Title 5 has been revised, and all districts are awaiting guidance on a model plan from the state chancellor’s office, which is expected within the next year.

M/S/C: Fong/Hay
Advisory vote: 2 yes
Board vote: unanimous
Action: Reaffirmed Board Policy 4100, Cultural Diversity/Equal Opportunity

Item 13

LAYOFF DUE TO LACK OF FUNDING

SEIU Chapter Chair Javier Rueda addressed the Board on the proposed layoffs and urged the trustees to cast their votes only after ensuring that all possible avenues have been exhausted to cut back in other ways. A contingent of students and classified staff members addressed the Board as well with concerns about the layoffs. Responding to a question from Trustee Fong, Vice Chancellor of Human Resources and Equal Opportunity Jane Enright clarified that there is no substantial change in the demographics of the classified staff before and after the elimination of the identified positions; however, she cautioned that the actual impact of the layoffs is not yet known because employees in positions identified for elimination may choose to exercise bumping rights. De Anza Student Trustee Stewart spoke about her own experience being laid off, and all of the trustees noted the extraordinary unpleasantness of having to make this decision.

M/S/C: Hay/Moss
Advisory vote: 2 yes
Board vote: unanimous
Action: 1) Authorized District representatives to provide the following employees with a (30) thirty-day notice of layoff:

- Brown, Barbara - Administrative Assistant I, Child Development
- Denman, Cynthia - Administrative Assistant I, Workforce Development
- Jobs, Patricia - Administrative Assistant I, College Services
- Moeller, Tracy - Administrative Assistant I, Chancellor’s Office
- Navarro, Elvia - Administrative Assistant I, Business Services
- O’Neill, Joanne – Administrative Assistant I, Child Development
- Segovia, Jennifer – Administrative Assistant I, ETS
- Gurrola, Andy – Apprentice I/Utility Maintenance, Operations
- Davis, Priscilla – Instructional Associate, Special Education
- Ederra, Edward – Instructional Associate, Special Education
- Griffiths, Robert – Instructional Designer, ETS
- King, Heidi - Instructional Designer, ETS
- Gamaza, Anna – Instructional Graphics Designer, ETS
- Shaw, Gregory - Instructional Graphics Designer, ETS
- Banelos, Jose – Journey, Auto Mechanic
- Hochstraser, Alex – Laboratory Technician, Physics, PSME
- Weiss Jr., Phillip – Network & Systems Communications Technician, ETS
- Redmon, Thelma – Program Coordinator I, Counseling
- Malmgren, Susan – Program Coordinator II, Workforce Development
- Johnson, Karen – Program Coordinator II, Workforce Development
- Bradford, Michael – Programmer Analyst II, ETS
- Haber, Robert – Public Access Specialist, ETS

Cole, Sheri – Secretary, Human Resources
Davis, Texanna – Secretary, Counseling
Sink, Paula – Secretary, Counseling
Fleishman, Annette – Senior Secretary, Special Education
Leonardo, Les – Technology Services Technician, ETS
Fransham, Kathy – Technology Training Specialist, ETS
Garrido, David - Technology Training Specialist, ETS
McLeod, Norman – Warehouse Worker I, Operations

- 2) Whereas the above listed employees may exercise “bumping rights” into other classified positions in accordance with the Education Code and their respective collective bargaining Agreements with the District, authorized District representatives to provide the following employees with a (30) thirty-day notice of layoff:

Dahlke, Barbara – Academic Advisor, Counseling
Adams, Anne – Admin. Asst. I, International/Distance Learning
Menon, Druce – Administrative Assistant I, Middlefield Campus
Hawthorn, Margarita – Admin. Asst. I, Older Adult Studies/Comm. Educ.
Ishikawa, Akemi – Administrative Assistant I, Counseling
Stokes, Wendy – Administrative Assistant I, Honors
Trinh, Lan Nguyet – Administrative Assistant I, Readiness/Language Arts
Brown, Dolores – Administrative Assistant I, Student Outreach/Retention
Ramirez Moya, Francisca – Office Assistant, EOPS
Rodriguez, Jorge – EOPS Specialist, Senior, EOPS
Jones, Carol – Instructional Associate, Physical Education
Flynn, Frank – Instructional Associate, ESL
Presler, Andrea – Instructional Associate, Environmental Studies
Deshpande, Mrinmaie – Admissions & Records Assistant, A&R
Espinoza, Lily – Program Coordinator I, Counseling
Dzego, Anthony – Program Coordinator II, Short Courses/Comm. Educ.
McKellar, Charles – Program Coordinator II, Middlefield Campus
Salas, Yvonne – Secretary, Disabled Student Services
Ha, Hien - Secretary, Special Education
Sanchez, Amelia – Secretary, Senior, International Students
Vandiver, Gail – Secretary, Counseling
Solorzano, J. Jesus – Custodian II, Operations
Nguyen, Ha Van – Custodian II, College Services
Contento, Jack – Construction Laborer II, College Services
Hernandez, Thomas – Construction Laborer I, Operations
Zamora Rodriguez, Jose – Custodian I, College Services

Item 14

REDUCE POSITIONS DUE TO LACK OF FUNDING

SEIU Chapter Chair Javier Rueda expressed his opposition to the proposed action. Vice Chancellor of Human Resources and Equal Opportunity Jane Enright clarified that the positions are categorically funded in areas where the grant funds to the District have been reduced; Acting Vice Chancellor of Business Services Mike Brandy added that the reductions were being implemented in order that no position would be entirely eliminated. In response to a question from Student Trustee Stewart, he added that the District has reduced positions in such circumstances before, as recently as last year in OTI (Occupational Training Institute).

M/S/C: Moss/Wiehe
Advisory vote: 2 yes
Board vote: unanimous
Action: Authorized District representatives to provide the following employees with a (30) thirty-day notice of layoff:

Employees subject to a contract reduction of one month

Greene, Lily – Academic Advisor
Bloom, Larry – Adaptive Physical Education Specialist
Alamban, Carlita – Administrative Assistant I
Guevara, Erika – Administrative Assistant I
Abad, Sofia – Employment Training Advisor
Albert, Denie - Employment Training Advisor
Dickard, Jeffrey - Employment Training Advisor
Hamilton, Lois – Employment Training Advisor
Israel, Paula - Employment Training Advisor
Le, Chuong Huy – EOPS Services Coordinator
Marquez, Virginia – EOPS Specialist, Senior
Robles, George – EOPS Supervisor
Ramirez Moya, Francisca - Office Assistant
Savla, Dinmani – OTI Budget Analyst
Dishno, Daniel – OTI Program Coordinator, Senior
Jones, Ronnie – OTI Services Coordinator
Sigala-Aguilar, Griselda – Program Coordinator II
Zlotkowski, Carol – Senior Secretary

Employees subject to a contract reduction of 50%

Ogilvie, Willie – OTI Internship Associate

Item 15

PROFESSIONAL DEVELOPMENT LEAVE REPORTS

Vice Chancellor of Human Resources and Equal Opportunity Jane Enright presented Item 15 and responded to questions from the trustees.

M/S/C: Hay/Leiderman
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved Professional Development Leave Reports for Carol Josselyn, David Howard-Pitney, Kimberly Pearce, and Pauline Waathiq

Item 16

BOARD ACCEPTANCE OF RESIGNATION (EUGENE FUJIMOTO) WITH REQUIREMENT TO REIMBURSE DISTRICT FOR PROFESSIONAL DEVELOPMENT LEAVE

M/S/C: Hay/Wiehe
Advisory vote: 2 yes
Board vote: unanimous
Action: Accepted the resignation of Eugene Fujimoto and directed the District to seek repayment for the cost of his Professional Development Leave

DATES TO REMEMBER

May 19, 2003 — Audit & Finance Committee Meeting

May 19, 2003 — Regular Meeting

May 27, 2003 — Special Budget Workshop

ADJOURNMENT

President Mason re-convened the closed session at 9:11 p.m. She re-convened the public session at 9:30 p.m. and reported that no action was taken in closed session. She announced that a special closed session was set for May 11 at Channing House in Palo Alto, then adjourned the meeting at 9:31 p.m.

jco

Approved: 5/19/03

Lois A. Callahan, Interim Chancellor
Secretary, Board of Trustees