



FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

MINUTES

REGULAR MEETING

January 3, 2005

CALL TO ORDER AND ROLL CALL

President Sandy Hay declared a quorum was present and called the meeting to order at 5:00 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:

Sandy Hay, President

Betsy Bechtel

Paul Fong

Hal Plotkin

for Public Session

Rodolfo Vazquez, Foothill College Student Trustee

Absent

Andrea Leiderman

Melanie Dunn, De Anza College Student Trustee

CLOSED SESSION

The Board immediately adjourned into closed session in the Chancellor's Office with the individuals listed below to discuss:

CONFERENCE WITH LABOR NEGOTIATOR

District Negotiator: Jane Enright

Employee Organizations: All Represented and Unrepresented Groups

Executive Administrators Present:

Martha Kanter, Chancellor

Mike Brandy, Vice Chancellor of Business Services

Jane Enright, Vice Chancellor of Human Resources and Equal Opportunity

Bernadine Chuck Fong, President of Foothill College

Brian Murphy, President of De Anza College

RE-CONVENE PUBLIC SESSION

President Hay re-convened the public session at 6:00 p.m. in the District Board Room. He 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>	Skip Barnes	Jeanine Hawk	Frank Nunez
	Mike Brandy	Margarita Hawthorne	Jon O’Bergh
	Claudette Brero-Gow	Michael Hegglund	Bill Patterson
	Jane Chavis	Ken Horowitz	Willie Pritchard
	Tom Costa	Barbara Illowsky	Carmen Redmond
	Jane Enright	Martha Kanter	Javier Rueda
	Bernadine Chuck Fong	Marsha Kelly	John Schulze
	Marie Fox Ellison	Rick Kuhn	Marisa Spatafore
	Bill Fu	Ron Levine	Paul Starer
	Robert Griffin	Judy Miner	
	Rich Hansen	Brian Murphy	

Press: Clyde Noel, Los Altos *Town Crier*

Students: Jeffrey Perkins Brian Ross

Public: Catherine Ayers Laura Casas Frier Terry Terman

REPORTING OUT FROM CLOSED SESSION

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

APPROVAL OF MINUTES

The minutes of the December 6, 2004 and December 13, 2004 meetings were approved as drafted.

CORRESPONDENCE

President Hay asked if there was any correspondence which should be brought to the Board’s attention. Trustee Bechtel acknowledged an email message from SEIU Staff Director Greg Pullman that was sent to each of the trustees.

PUBLIC HEARING

2004-05 Compensation Settlement between the District and SEIU, Local 715

President Hay opened the public hearing and asked if any members of the public wished to address the Board on the compensation settlement with SEIU, Local 715. No one wished to address the Board. President Hay then closed the public hearing.

2004-05 Compensation Settlement between the District and Teamsters, Local 287

President Hay opened the public hearing and asked if any members of the public wished to address the Board on the compensation settlement with Teamsters, Local 287. No one wished to address the Board. President Hay then closed the public hearing.

HEARINGS: ITEMS NOT ON THE AGENDA

Trustees

Trustee Plotkin commended Chancellor Kanter for the community college funding proposal document she prepared.

Staff

Chancellor Kanter announced that the Martin Luther King, Jr. Association of Santa Clara County had awarded Trustee Fong the Good Neighbor Award. She also announced a Foothill and De Anza art faculty exhibit at the Euphrat Museum. Foothill President Bernadine Chuck Fong reported on the flooding of the football field due to the recent rains. She announced the annual Martin Luther King, Jr. luncheon and noted that a tent had been erected as a temporary campus center in the Library Quad. De Anza President Brian Murphy praised the collaborative efforts of staff to address the college enrollment decrease, and reported preliminary figures indicating a 4% increase over Winter 2004.

Students / Public

Jeffrey Perkins and Brian Ross addressed the Board regarding classes taught by De Anza instructor Augustine Martinez and urged the Board to schedule the issue for discussion. Foothill Instructor Ken Horowitz addressed the Board regarding the Foothill Campus Center project, issues related to budget, and student fee increases.

APPROVAL OF CONSENT CALENDAR

President Hay removed Item #6 in order for Foothill Instructor Ken Horowitz to address the Board. Trustee Plotkin commended Director of Risk Management Marsha Kelly and staff for the Request for Proposal related to insurance brokerage services.

M/S/C: Plotkin/Bechtel
Advisory vote: 1 yes
Board vote: unanimous
Action: Approved / Ratified Items 1-5 and 7 of the Consent Calendar as follows:

- Item 1** — **Approved** EXTENSION OF MEDICAL LEAVE FOR TRUSTEE ANDREA LEIDERMAN FOR THE PERIOD JANUARY 1, 2005 THROUGH APRIL 3, 2005
- Item 2** — **Ratified** CONTRACTS AND AGREEMENTS
- Item 3** — **Approved** SALE OF SURPLUS DISTRICT PROPERTY
Authorized the Director of Purchasing Services to trade in the Kodak 235AF copier for the lease-purchase of a new copier in accordance with Invitation to Bid #978
- Item 4** — **Approved** MARSH AS BROKER OF RECORD FOR POROPERTY, LIABILITY AND ALLIED INSURANCE COVERAGES FOR 2005
- Item 5** — **Approved** BYLAWS OF THE FOOTHILL-DE ANZA COMMUNITY COLLEGES FOUNDATION
- Item 7** — **Approved** HUMAN RESOURCES REPORT

Item 6

PERSONNEL ACTIONS

Foothill Instructor Ken Horowitz expressed concern about the need to reclassify two facilities positions and urged the creation of an independent advisory committee for long range planning. Trustee Bechtel stated again, as she had at the December 13 Board meeting, that the District already

has an Audit & Finance Committee comprised of community members with expertise in audit and finance issues, which she believes addresses the need for an independent advisory committee.

Vice Chancellor of Human Resources and Equal Opportunity Jane Enright corrected the position title of “Construction Program Manager” to “Director, Construction Program Management.”

M/S/C: Plotkin/Fong
Advisory vote: 1 yes
Board vote: unanimous
Action: Approved Personnel Actions as follows:

Name: **Rebecca Board Liljenstolpe**
Position: Instructor
College: De Anza
Division: Language Arts
Action: **Partial Unpaid Leave of Absence**
Effective Date: January 3, 2005 – June 24, 2005
Comments: In accordance with Article 16.28 of the *Agreement* between the District and the Faculty Association

Name: **Claudette Brero-Gow**
Position: Director, Construction Program Management
College: Central Services
Division: Plant Services
Action: **Reclassify position from Level I to Level J**
Effective Date: January 3, 2005
Compensation: Level J, Step 5 @ \$9,559.41 per month
Comments: In accordance with Chapter XI of the Administrators Handbook

Name: **Frank Nunez**
Position: Associate Director, Facilities, Operations and Construction Management
College: Central Services
Division: Plant Services
Action: **Reclassify position from Level G to Level I / Change Title to Director, Facilities and Operations**
Effective Date: January 3, 2005
Compensation: Level I, Step 7 @ 9,204.79 per month
Comments: In accordance with Chapter XI of the Administrators Handbook

Position: Director, Environmental Health and Safety
College: Central Services
Division: Business Services
Action: **Approve New Position**
Effective Date: January 3, 2005
Comments: In accordance with Chapter XI of the Administrators Handbook

Item 8

2004-05 COMPENSATION AGREEMENT BETWEEN THE DISTRICT AND THE ADMINISTRATIVE MANAGEMENT ASSOCIATION

M/S/C: Bechtel/Plotkin
Advisory vote: 1 yes
Board vote: unanimous
Action: Approved a salary schedule adjustment of 2.41% (the State-provided COLA), effective July 1, 2004

Item 9

2004-05 COMPENSATION SETTLEMENT BETWEEN THE DISTRICT AND SEIU, LOCAL 715

M/S/C: Plotkin/Bechtel
Advisory vote: 1 yes
Board vote: unanimous
Action: Approved a salary schedule adjustment of 2.41% (the State-provided COLA), effective July 1, 2004

Item 10

2004-05 COMPENSATION SETTLEMENT BETWEEN THE DISTRICT AND TEAMSTERS, LOCAL 287

M/S/C: Plotkin/Bechtel
Advisory vote: 1 yes
Board vote: unanimous
Action: Approved a salary schedule adjustment of 2.41% (the State-provided COLA), effective July 1, 2004

Item 11

PRESENTATION: MEETING THE REGION'S PROFESSIONAL, WORKFORCE DEVELOPMENT AND COMMUNITY EDUCATION NEEDS

De Anza Director of Professional & Workforce Development Rick Kuhn presented information concerning the Professional and Workforce Development Program, which includes the Business and Industry Institute, the Center for Applied Competitive Technologies, and the Experiential Learning Center. He discussed mission and purpose, marketing efforts, finances, future goals, and responded to questions from the trustees. Trustee Plotkin discussed "outplacement" services for workers moving between companies and careers as an idea worth exploring. De Anza Vice President of Instruction Judy Miner presented information concerning the Community Education Program, which includes Short Courses, Summer Youth Enrichment, and the De Anza Planetarium. The trustees thanked the presenters for an informative discussion.

Item 12

AUTHORIZATION TO PURCHASE APPLE COMPUTERS WITHOUT ADVERTISING FOR BIDS

M/S/C: Fong/Plotkin
Advisory vote: 1 yes
Board vote: unanimous
Action: Authorized the District Purchasing Director to issue a purchase order to Apple Computer, Inc. for 50 District-standard computers in the amount of \$69,905.69 without advertising for competitive bids

Item 13

AUTHORIZATION TO PURCHASE CHEMISTRY LAB EQUIPMENT PURSUANT TO BID #977

M/S/C: Plotkin/Bechtel
Advisory vote: 1 yes
Board vote: unanimous
Action: Authorized the District Purchasing Director to issue purchase orders to the lowest responsive bidders, pursuant to the prices, terms, and conditions set forth in Bid #977, for a total not exceeding \$189,096.27 plus sales tax as follows:
Items 1-4, 8, 13 and 16-24 to Fisher Scientific
Item 12 to Products Unlimited
Items 5-7, 9-11, and 14-15 to VWR

Item 14

AUTHORIZATION TO NEGOTIATE A CONTRACT WITH PEPSI BOTTLING GROUP

Trustee Fong asked about the esthetics of Pepsi vending machines, and Vice Chancellor of Business Services Mike Brandy responded that different fronts are available, so the District will ensure that as many options as possible are available. Trustee Fong also asked about vandalism, and Vice Chancellor Brandy explained that the District has a policy of prompt action, of which vendors are aware. Foothill Instructor Ken Horowitz addressed the health issue of soft drinks and urged a healthy vending program. Student Trustee Vazquez responded favorably to the idea for healthier selections, and other comments were offered by staff and Board members. Vice Chancellor Brandy explained that other vendors had the opportunity to submit bids, and noted that the Campus Center Advisory Boards were the proper entities to advise on product mix.

M/S/C: Fong/Bechtel
Advisory vote: 1 yes
Board vote: unanimous
Action: Authorized the Vice Chancellor of Business Services to negotiate a contract with Pepsi Bottling Group

Item 15

MEASURE E CONSENT CALENDAR

M/S/C: Plotkin/Fong
Advisory vote: 1 yes
Board vote: unanimous
Action: Approved / Ratified the Measure E Consent Calendar, A-H as follows:

- A.** *Title:* PAA D04
Vendor: Salas O'Brien
Agreement Date: December 20, 2004
Campus: De Anza College
Project No.: 248
Project Name: Kirsch Center for Environmental Studies
Amount: \$19,000
For: Photovoltaic system design and construction administration services
Action: Ratification
- B.** *Title:* Change Order #4
Vendor: S. J. Amoroso
Agreement Date: July 21, 2004
Campus: De Anza College
Project No.: 220
Project Name: PE-Quad Renovation
Amount: \$7,519
For: Changes include deletion of ticket booth and mechanical pop-outs at PE2, abatement, flashing, drywall, and miscellaneous carpentry
Action: Ratification
- C.** *Title:* Revision #1 to PO #H453096
Vendor: DES Architects and Engineers
Agreement Date: May 21, 2003
Campus: De Anza College
Project No.: 224
Project Name: S Quad Phase II
Amount: \$11,400
For: S7 Redesign
Action: Ratification
- D.** *Title:* Change Order #11
Vendor: S. J. Amoroso
Agreement Date: December 1, 2004
Campus: De Anza College
Project No.: 207
Project Name: Lot C Parking Structure
Amount: \$19,582
For: Memo of Agreement, aluminum cover plates, sprinkler system
Action: Ratification

- E.** *Title:* Change Order #5
Vendor: Interstate Grading & Paving
Agreement Date: April 28, 2004
Campus: Foothill College
Project No.: 134
Project Name: Parking Lots 1 & 7
Amount: \$5,308
For: Sign pedestal height increase
Action: Ratification
- F.** *Title:* Consultant Addendum #48
Vendor: Cleary Consultants Inc.
Agreement Date: January 15, 2001
Campus: Foothill College
Project No.: 120
Project Name: Stadium Renovations
Amount: \$24,900
For: Field observation and soils testing
Action: Ratification
- G.** *Title:* Revision to Purchase Order H353181
Vendor: Architerra, LLP
Agreement Date: January 24, 2003
Campus: Foothill College
Project No.: 158
Project Name: Pedestrian Walks and ADA Transition Plan.
Amount: \$19,700
For: Creation of an Architectural Barrier and Path of Travel summary document and remedial ADA Transition Plan per Architerra, LLP, proposal for consultant services dated December 14, 2004
Action: Ratification
- H.** *Title:* Change Order #7
Vendor: California Plus Engineering, Inc.
Agreement Date: January 5, 2004
Campus: De Anza College
Project No.: 267
Project Name: A-Quad Modernization Phase II
Amount: \$7,008
For: Miscellaneous changes include electrical , carpentry and relocation of casework and enlarge storefront doors
Action: Ratification

DATES TO REMEMBER

January 20, 2005 — Regular Meeting

February 7, 2005 — Regular Meeting

ADJOURNMENT

President Hay adjourned the meeting at 7:45 p.m.

jco

Approved: 1/20/05

Martha J. Kanter, Chancellor
Secretary, Board of Trustees