



FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

MINUTES

REGULAR MEETING

June 18, 2007

CALL TO ORDER AND ROLL CALL

President Hal Plotkin declared a quorum was present and called the meeting to order at 6:00 p.m. in Room KC-115 of the Kirsch Center for Environmental Studies at De Anza College, 21250 Stevens Creek Blvd., Cupertino, CA 95014.

Trustees Present:

Hal Plotkin, President
Bruce Swenson, Vice President
Betsy Bechtel
Paul Fong
Laura Casas Frier

for Public Session

Jordan Eldridge, De Anza College Student Trustee
Sarah Snow, Foothill College Student Trustee

President Plotkin 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>	Charles Allen	Tom Izu	Olivia Patlan
	Gregory Anderson	Donna Jones-Dulin	Penny Patz
	Bob Barr	Marty Kahn	Hector Quinonez
	Becky Bartindale	Martha Kanter	Carmen Redmond
	Caron Blinick	Shirley Kawazoe	Shelley Schreiber
	Carleen Bruins	Andrew LaManque	Fred Sherman
	Wayne Chenoweth	Anne Leskinen	Stephanie Sherman
	Mayra Cruz	Ron Levine	Bernata Slater
	Jane Enright	Sharon Luciw	Marisa Spatafore
	Marie Fox Ellison	Jean Miller	John Swensson
	Beth Grobman	Faith Milonas	Carolyn Wilkins-Greene
	Robert Griffin	Judy Miner	Marion Winters
	Jeanine Hawk	Kathleen Moberg	Tina Woo
	Lydia Hearn	Jeri Montgomery	Karl Von Ahnen
	Ken Horowitz	Brian Murphy	
	Howard Irvin	Jon O'Bergh	

Press: None

Students: Sarah Wiehe

Public: Andy Dunn
Thelma Epstein
Terry Terman

Item 1

DE ANZA STATE OF THE COLLEGE REPORT

De Anza College President Brian Murphy presented the annual State of the College Report. He reviewed enrollment data, demographic trends and key planning indicators, highlighting an increase in the success rate for students taking basic skills courses and the college's second highest ranking statewide in transfers to UC and CSU. He reviewed the strategic planning process over the past twelve months which led to the development of four initiatives: outreach to historically underrepresented students, individualized attention to improve student retention, cultural competency, and community collaborations. Instructor Mayra Cruz, Dean of Counseling and Matriculation Howard Irvin, Instructor Jean Miller and Diversity Office Director Marion Winters, representing each of the initiatives, provided further details.

De Anza President Murphy responded to a variety of questions from the trustees. He noted that the initiatives are part of multi-year plan and progress would be measured annually, although he acknowledged the methodological difficulty of determining precisely which efforts make a difference. He clarified that growth in the underrepresented student population is flat, so the intent of the initiatives is to increase that growth by 2%. Responding to a question from President Plotkin, he and Academic Senate President Lydia Hearn explained how the college is addressing the impediment posed by high textbook costs as the college moves forward with these initiatives.

APPROVAL OF MINUTES

M/S/C: Bechtel/Casas Frier
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved the minutes of the June 4, 2007 meeting

CORRESPONDENCE

President Plotkin asked if there was any correspondence which should be brought to the Board's attention. He mentioned that he received communication from Assemblymember Ira Ruskin's office asking that the Faculty Association and the Faculty Association of California Community Colleges write letters of support to the Senate for AB 577.

HEARINGS: ITEMS NOT ON THE AGENDA

Public

A member of the community spoke about the incident that occurred at a party at which some members of the De Anza baseball team were present.

Students

There were no students who wished to address the Board.

Staff

Foothill instructor Ken Horowitz shared some comments regarding the Citizens’ Bond Oversight Committee and overhead expenses for Measure C, as well as the hiring of coaches. Foothill Interim President Penny Patz reported that 49 students out of 51 were accepted to UCLA under the Transfer Alliance program. She also reported some positive results from the meeting with the Valley Transportation Authority regarding proposed bus route changes, although concerns remain. Chancellor Martha Kanter commended everyone who was involved in the graduation ceremony for NASA/Ames interns and said she is planning a presentation from a few interns and their supervisors at the next Board meeting about the value of the program. She provided an update on the Citizens’ Bond Oversight Committee and the newly developed Measure C website at www.measurec.fhda.edu. Lastly, she reported on a meeting with UC Berkeley Chancellor Robert Birgeneau, who is interested in accepting more transfer students from Foothill and De Anza. De Anza President Murphy reported that the college received a \$1.2 million Title 3 grant from the U.S. Department of Education.

Trustees

Trustee Fong reported that the California Community Colleges Trustees board will be discussing legislation and the Community College Initiative at its upcoming meeting. De Anza Student Trustee Eldridge reported that he attended a successful dance fundraiser for the International Student Volunteers Club. Trustee Bechtel reported that she attended an event honoring students in Film, TV and Graphic Arts. She noted that she gave a presentation on the District to the Los Altos Hills Town Council with Chancellor Kanter, Foothill Interim President Patz and incoming Foothill President Judy Miner. She added that Foothill is following up with the town regarding the town’s interest in a new soccer field. President Plotkin reported that he contacted the Valley Transportation Authority board to express his concern about the proposed bus route changes. He proposed postponing the Board’s annual self-evaluation to the August 6 meeting so the Board could discuss the evaluation process at the next meeting.

APPROVAL OF CONSENT CALENDAR

Foothill Student Trustee Snow requested that Item 2 be removed, and President Plotkin removed that item as well as Item 10.

M/S/C: Eldridge/Fong
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved / Ratified Items 3-9 and 11-17 of the Consent Calendar as follows:

Item 3 — **Approved** REVISED BOARD POLICY 9125, REGULAR MEETINGS

Item 4 — **Ratified** CONTRACTS AND AGREEMENTS

Item 5 — **Approved** RESOLUTION #2007-13 ESTABLISHING THE 2007-08 GANN APPROPRIATION LIMIT AT \$233,052,267

Item 6 — **Approved** INDEPENDENT CONTRACTOR AGREEMENT WITH CATHERINE AYERS IN THE AMOUNT OF \$30,090 PLUS \$500 FOR EXPENSES FOR NATIONAL SCIENCE FOUNDATION AWARD

Item 7 — **Approved** RESOLUTION #2007-12 FOR CHILD CARE CONTRACT #CCTR-7416

Item 8 — **Approved** CONTRACT WITH MOUNTAIN VIEW-LOS ALTOS HIGH SCHOOL DISTRICT

Item 9 — **Approved** CONTRACTS WITH SAN FRANCISCO ELECTRICAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE AND SANTA CLARA COUNTY ELECTRICAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE

Item 11 — **Approved** CONTRACT RENEWAL WITH PROFESSIONAL PERSONNEL LEASING FOR RICHARD HENNING AT \$9,181 PER MONTH BASED ON 12 MONTHS

Item 12 — **Approved** CONTRACT RENEWAL WITH PROFESSIONAL PERSONNEL LEASING FOR GAY KRAUSE AT \$6,425 PER MONTH BASED ON 11 MONTHS

Item 13 — **Approved** CONSULTING CONTRACT WITH INTERACT COMMUNICATIONS IN THE AMOUNT OF \$90,000

Item 14 — **Approved** PERSONNEL ACTIONS:

Name: **Jerry Cellilo**
Position: Division Assistant
College: Foothill
Division: Counseling
Action: **Temporary contract change from 11 to 12 months**
Effective Date: July 1, 2007 – September 30, 2007
Compensation: 10% stipend
Comments: In accordance with Article 25 of the *Agreement* between the District and the Faculty Association

Name: **Alfred Dominguez**
Position: Counselor, EOPS
College: De Anza
Division: Counseling and Matriculation
Action: **Employment/Promotion**
Effective Date: August 1, 2007 # of months: 11
Compensation: Column IV, Step B @ \$5,999.42 per month
Comments: Corrects Board action of 6/4/2007

Name: **Kelly Edwards**
Position: Assistant Football Coach/Instructor
College: Foothill
Division: Physical Education and Human Performance
Action: **Employment**
Effective Date: September 20, 2007 # of months: 10
Compensation: Column II, Step G @ \$6,792.94 per month

Name: **Melanee Grondahl**
Position: Language Arts Lab Instructor/Coordinator
College: Foothill
Division: Language Arts
Action: **Employment**
Effective Date: September 20, 2007 # of months: 10
Compensation: Column II, Step B @ \$5,470.41 per month

Name: **Kevin Harral**
Position: Director, Financial Aid
College: Foothill
Division: Student Development and Instruction
Action: **Promotion**
Effective Date: July 9, 2007 # of months: 12
Compensation: Level G, Step 2 @ \$6,712.58 per month

Name: **Penny Johnson**
Position: Dean
College: Foothill
Division: Counseling and Student Services
Action: **Resignation**
Effective Date: June 30, 2007

Name: **John Swensson**
Position: Interim Vice President, Instruction
Location: De Anza
Action: **Interim Employment**
Compensation: Level M, Step G @ \$12,309.24/month
Effective Date: July 1, 2007 – June 30, 2008 # of months: 12
Comments: In accordance with Chapter III of the Administrators Handbook

Name: **Pamela Wilkes**
Position: Librarian
College: Foothill
Division: Library Services
Action: **Temporary contract change from 11 to 12 months**
Effective Date: August 1, 2007 – August 31, 2007

Item 15 — **Approved** HUMAN RESOURCES REPORT

Item 16 — **Approved** PROFESSIONAL DEVELOPMENT LEAVE REPORTS FOR THE FOLLOWING FACULTY:
Jose Nava, Patricia O’Neill

Item 17 — **Approved** EXEMPLARY ACHIEVEMENT AWARDS FOR THE FOLLOWING ADMINISTRATORS:
Don Dorsey, Penny Johnson, Bernata Slater, Carolyn Wilkins-Greene

Item 2

RESOLUTION REGARDING TRUSTEE ABSENCE

Foothill Student Trustee Snow clarified that the study abroad program to China is not affiliated with Foothill-De Anza, but it is part of her educational plan.

M/S/C: Bechtel/Eldridge
Advisory vote: 1 yes (Eldridge); Snow abstained
Board vote: unanimous
Action: Approved Resolution #2007-15 finding that at the time of its regular meetings during the month of July 2007, Student Trustee Sarah Snow will be unable to attend due to participation in a study abroad class

Item 10

CONTRACT FOR ETUDES-NG HOSTING AND TECHNICAL SERVICES AND ALLIANCE MEMBERSHIP

President Plotkin asked whether all instructors are encouraged to use ETUDES rather than other systems which are costly for students. Foothill Interim President Patz clarified that ETUDES-NG is the standard for the college. She added that some part-time faculty use alternatives platforms, but those instances are anomalous and the practice is discouraged.

M/S/C: Swenson/Fong
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved the contract with the ETUDES-NG Consortium Project for hosting and technical services and Alliance membership in the amount of \$57,900

Item 18

BOARD MEETING CALENDAR FOR 2008

Chancellor Kanter presented the proposed calendar for a first reading. Trustee Bechtel urged that, if any additional meetings are needed, the Board be given plenty of advance notice. President Plotkin suggested exploring teleconference capabilities for instances where an additional meeting is scheduled and a trustee cannot attend due to previously scheduled travel plans. He also requested that the dates be reviewed to ensure that they do not conflict with significant religious days.

Item 19

RESOLUTION HONORING JANE ENRIGHT

Chancellor Kanter shared remarks regarding retiring Vice Chancellor of Human Resources and Equal Opportunity Jane Enright and her dedication and service to the District. Board members joined Chancellor Kanter in expressing their appreciation.

M/S/C: Bechtel/Swenson
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved Resolution #2007-16 Honoring Vice Chancellor Jane Enright

Item 20

LETTER OF COMMENDATION FOR PENNY PATZ

Chancellor Kanter shared remarks regarding retiring Foothill Interim President Penny Patz and her dedication and service to the District. Board members joined Chancellor Kanter in expressing their appreciation.

M/S/C: Bechtel/Fong
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved the letter of commendation for Penny Patz

Item 21

ADVANCE STUDENT FEES TO ANTHROPOLOGY INSTRUCTOR SAMUEL CONNELL TO SUPPORT ARCHAEOLOGY CLASSES IN ECUADOR DURING SUMMER QUARTER 2007

M/S/C: Bechtel/Eldridge
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved an advance of no more than \$25,000 to Dr. Samuel Connell on June 26, 2007, the exact amount to be based on the number of students enrolled in the class

Item 22

APPROVAL OF 2007-08 TENTATIVE BUDGET

Incoming Vice Chancellor of Business Services Andy Dunn noted that the Board was provided a thorough report on the tentative budget at the June 4, 2007 meeting. He mentioned several important areas that the District will be watching: a legislative proposal to reduce apportionment systemwide; the Community College Initiative scheduled for the February 2008 ballot that would add significant dollars to the District's base funding; and productivity.

M/S/C: Fong/Casas Frier
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved the 2007-08 Tentative Budget

Item 23

ESTABLISHMENT OF AN INTERNAL RETIREMENT BOARD TO COMPLY WITH GASB 45

Trustee Swenson reported that he discussed with incoming Vice Chancellor of Business Services Dunn whether a separate committee is actually needed as proposed or whether the Audit & Finance Committee could function in this capacity. Trustee Swenson said he would support the proposal for a separate committee with the understanding that the issue will be reviewed in one year.

M/S/C: Swenson/Casas Frier
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved Resolution #2007-14 Authorizing the Establishment of a Retirement Board Relating to the College District’s Participation in a Retiree Health Benefit Program

Item 24

CONTRACT WITH TEKSYSTEMS, INC. FOR PERSONNEL TO SUPPORT MEASURE E AND C ETS EFFORTS

Trustee Bechtel and President Plotkin expressed appreciation for the District’s extensive investigation of other solutions before recommending this contract.

M/S/C: Bechtel/Casas Frier
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved the contract with TEKsystems, Inc. in the amount of \$120,000

Item 25

EDUCATIONAL INFORMATION SYSTEM UPDATE

Vice Chancellor of Technology Fred Sherman reviewed what has been accomplished so far and what lies ahead in the process to replace the District’s Educational Information System (EIS). He pointed out the critical early assumption that the new system be a student-centered system that streamlines services to students in a way that is consistent across the District using a sustainable architecture. He also reviewed the feedback from faculty and staff concerning the functional requirements of the system and said that he expects to be able to submit a recommendation to the Board in December for software application procurement. He also discussed aspects of open source.

Responding to a question from Trustee Swenson, Vice Chancellor Sherman explained that ETS will compare what percentage each vendor offers of the critical functions identified in the online voting by faculty and staff. President Plotkin commended Vice Chancellor Sherman on the presentation and suggested adding to the matrix of factors under consideration the potential for “orphanage” of a system when a vendor decides to no longer support a product or goes out of business. He also noted that the number of colleges using a system is a fluid number and could increase rapidly if Foothill-De Anza were to take the lead in adopting a particular system such as open source.

Item 26

MEASURE E CONSENT CALENDAR

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

- A.** *Title:* Change Order #22
Vendor: West Bay Builders
Agreement Date: January 18, 2005
Campus: Foothill College
Project No.: 153
Project Name: Campus Center
Amount: \$77,414
For: Modify the mechanical platforms to provide access to the roof of Building 2200, fire alarm reprogramming and security revisions to meet new campus requirements, add retaining wall along grid 7 between K & L, signage revisions, miscellaneous structural framing and drywall revisions; this change order plus all previous change orders represents 6.03% above the base contract amount
Action: Ratification
- B.** *Title:* Change Order #53
Vendor: S. J. Amoroso Construction Co., Inc.
Agreement Date: February 24, 2005
Campus: Foothill College
Project No.: 152
Project Name: Lower Campus Complex
Amount: \$90,854
For: Miscellaneous architectural, plumbing and site lighting changes; this change order plus all previous change orders represent 7.00% above the base contract amount
Action: Ratification

Item 27

CHANGE ORDER #23 TO AGREEMENT WITH WEST BAY BUILDERS — CAMPUS CENTER PROJECT, Foothill College

- M/S/C:** Casas Frier/Fong
Advisory vote: 2 yes
Board vote: unanimous
Action: Approved Change Order #23 to the Agreement with West Bay Builders in the amount of \$66,082

Item 28

MEASURE C CONSENT CALENDAR

- M/S/C:** Eldridge/Fong
Advisory vote: 2 yes
Board vote: unanimous
Action: Ratified the Measure C Consent Calendar A as follows:

- A. Title:** Change Order #2
- Vendor:** John Plane Construction
- Agreement Date:** December 19, 2006
- Campus:** De Anza College
- Project No.:** 766-271
- Project Name:** Forum Modernization
- Amount:** \$4,809
- For:** Phasing the exterior site work to maintain access routes and better accommodate College's schedule; the total change orders to date represent 0.77% against the original contract amount
- Action:** Ratification

Item 29

AUTHORIZATION TO PURCHASE A DIGITALSKY PLANETARIUM AND MULTIMEDIA SYSTEM WITHOUT ADVERTISING FOR BIDS

Responding to questions from the trustees, De Anza Dean of Community Education Caron Blinick clarified that a typical cost for such a system is in the range of \$700,000-\$1,000,000, but the college was able to negotiate a more favorable price with the vendor. She invited the Board to visit the Planetarium once the system is installed. Trustee Casas Frier asked about the company and ongoing maintenance. Dean Blinick responded that maintenance after the first year could be in the range of \$5,000-\$10,000 annually depending on the frequency of use. Instructor Karl Von Ahnen added that the company is well-established with installations worldwide.

- M/S/C:** Casas Frier/Swenson
- Advisory vote:** 2 yes
- Board vote:** unanimous
- Action:** Authorized the District Purchasing Director to issue a purchase order to Sky-Skan, Inc. for a full-dome digital projection system in the amount of \$698,382.50 without advertising for competitive bids

DATES TO REMEMBER

July 9, 2007 — Workshop and Regular Meeting

ADJOURNMENT

President Plotkin adjourned the meeting at 8:36 p.m.

jco
Approved: 7/9/07

Martha J. Kanter, Chancellor
Secretary, Board of Trustees