



**FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES
STUDY SESSION AND REGULAR MEETING
August 26, 2013**

Trustees Present:

Betsy Bechtel, President
Joan Barram
Pearl Cheng
Laura Casas
Bruce Swenson

For Public Session Only:

Anita Adams, De Anza College Student Trustee

Absent:

Alex Baker, Foothill College Student Trustee

STUDY SESSION

CALL TO ORDER

Board President Bechtel called the study session to order at 1:05 p.m. and led those present in the Pledge of Allegiance.

SS1. MEASURE C UPDATE

Executive Director of Facilities, Operations and Construction Management Charles Allen shared Measure C program and project management performance results in relation to 2012-2013 targets set for safety, physical progress, budget and schedule management, construction change orders, construction milestones, and litigation. He reported good to outstanding results in most areas and noted that the De Anza College Media and Learning Center and the Foothill College Physical Science and Engineering Center were open on schedule. Executive Director Allen advised that the shortfall in the physical progress target resulted from delays in acquiring the new Education Center property, reconsideration of the Data Center design, and the revised schedule for the Foothill College Parking and Circulation project. He also explained in response to trustee Swenson's question that although there are no practical consequences to falling short of the physical progress goal, it is an important indicator that provides evidence that the program is moving forward.

SS2. SUSTAINABILITY UPDATE

In accordance with board policy and administrative procedure 3214, Executive Director Allen presented information related to the district's sustainability plan. He advised that photovoltaic systems and cogeneration facilities at the colleges resulted in \$950,000 in electricity cost avoidance during 2012-2013 and that the district has made good progress in managing facilities in an environmentally sustainable manner. With regard to 2013-2014, Executive Director Allen indicated plans to expand the membership of the District Sustainability Committee, reduce energy use, create climate action plans, and take a more holistic approach toward sustainability by involving more students and employees. District Senate President Robert Cormia added that in connection with the Silicon Valley Energy Watch Community Energy Champions Grant, the district has committed to a goal of reducing energy usage by five percent or one million kilowatt hours through a collaborative districtwide effort. Trustee Casas suggested covering the pools at night, and President Bechtel recommended reducing the use of air conditioning and plastic bottles.

SS3. FOOTHILL-DE ANZA EDUCATION CENTER PLANNING

Foothill College Vice President of Workforce Development and Institutional Advancement John Mummert and Art Heinrich, Director of Bond Program Management, updated the governing board regarding educational planning and building programming for the Foothill-De Anza Education Center to be located on the site of the former Onizuka Air Force Station.

Vice President Mummert introduced Dawn Girardelli, the new Education Center Dean. He noted that the land acquisition has been completed, the old buildings on the property will soon be demolished, and the architects are in the midst of designing the center, which is scheduled to open in 2016. He explained that the center's location and plans for regional collaboration provide the opportunity for unique industry partnerships and also place the district in an advantageous position when applying for state and federal grants. Vice President Mummert also advised that the new building is being designed to achieve Leadership in Energy & Environmental Design (LEED) Platinum status and will feature flexible classrooms as well as energy monitors and partially-exposed heating and air conditioning systems that will allow students to use the facility as an energy-efficiency lab.

Director Heinrich shared the schematic design, site plan, non-vehicular access points, and floor plans for the new 50,000 square foot building and also discussed the project budget and schedule. He advised that the three-story design provides visibility from Highway 237, pays homage to the history of the site, and allows room for additional construction if needed for future growth.

Trustee Swenson recommended that the district explore providing classes at the center that combine students from De Anza, Foothill, and Mission colleges. President Bechtel asked that additional entry points for bicyclists and pedestrians be considered.

SS4. 2013 STUDENT SUCCESS SCORECARD REPORT AND DISTRICT STRATEGIC PLAN METRICS

Andrew LaManque, Executive Director of Institutional Research and Planning, presented the 2013 Student Success Scorecard Report and explained that the scorecard replaces the annual Accountability Reporting for the Community Colleges (ARCC) report. He reviewed the scorecard framework, identified differences between the ARCC and scorecard reports, defined the scorecard metrics, and detailed results for both Foothill and De Anza colleges using the following student success measurements:

- Student completion rate overall
- Completion by demographic
- Students earning at least 30 units completion rate
- Fall to fall completion / persistence rate
- Fall to fall completion / persistence rate by ethnicity group
- Course success rates by ethnicity
- Percent successful in Basic Skills courses
- Remedial progress rate – English
- Remedial progress rate – Math
- Remedial progress rate – ESL
- Career Technical Education (CTE) completion rate.

Executive Director LaManque commented that although the Student Success Task Force decided against using peer groups, the methodology for peer group selection was provided, so comparisons have been included in the district report. He cautioned that it is important to consider the cohort when examining the data. As an example, he noted that the completion cohort is broad and includes students enrolled solely for the purpose of skill building, while the fall-to-fall persistence completion/persistence rate does not count students as successfully persisting if they transfer after one year or stop out for a quarter before

resuming studies. Executive Director LaManque pointed out that there is a large gap between completion rates of Asian and Hispanic students at both colleges and that there is a significant difference in the course success rates of underserved students, but he also explained how the colleges are using the data to address the achievement gaps through program review and resource prioritization as well as numerous special initiatives.

In response to trustee Cheng's comments about the early warning indicators that are being used in K-12 education for intervention purposes, Executive Director LaManque explained that community colleges are handicapped in that they currently have limited access to students' previous educational achievement, but there is a current statewide initiative to create a system that assesses students based on multiple measures. President Bechtel inquired about the ways in which the district is sharing information with local high school districts, particularly concerning prepared and unprepared students, and Executive Director LaManque responded that data is shared through the California Partnership for Achieving Student Success (CalPASS) system. Trustee Swenson stressed that it is important to give faculty data that tracks their individual performance in terms of each of the student success metrics, and Executive Director LaManque indicated that departments are routinely provided information about course success rates, while individual faculty may receive more personalized information upon request.

With regard to the district strategic plan metrics, Executive Director LaManque reviewed progress toward goals of a structurally balanced budget, appropriate staffing, environmentally sustainable practices, and alignment of facilities with student load.

REGULAR MEETING

PUBLIC COMMENT ON CLOSED SESSION ITEMS ONLY

President Bechtel called the regular meeting of the Board of Trustees to order at 5:00 p.m. in the District Board Room and asked if any members of the public wished to comment regarding closed session items. No members of the public responded, and the Board of Trustees adjourned to closed session.

CLOSED SESSION

The Board convened in closed session at 5:01 p.m. in the Chancellor's Office to discuss:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9 Number of Potential Case: 1

Executive Administrators Present:

Charles Allen, Executive Director, Facilities, Operations and Construction Management
Donna Jones-Dulin, Acting President, De Anza College
Kevin McElroy, Vice Chancellor, Business Services
Judy Miner, President, Foothill College
Joe Moreau, Vice Chancellor, Technology
Dorene Novotny, Vice Chancellor, Human Resources and Equal Opportunity
Linda Thor, Chancellor

Others:

John Heisse, Legal Counsel (by telephone)

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Executive Administrators Present:

Charles Allen, Executive Director, Facilities, Operations and Construction Management
Donna Jones-Dulin, Acting President, De Anza College
Kevin McElroy, Vice Chancellor, Business Services
Judy Miner, President, Foothill College

Joe Moreau, Vice Chancellor, Technology
Dorene Novotny, Vice Chancellor, Human Resources and Equal Opportunity
Linda Thor, Chancellor

CONFERENCE WITH LABOR NEGOTIATOR

District Negotiator: Dorene Novotny

Employee Organizations: All Represented and Unrepresented Groups

Executive Administrators Present:

Charles Allen, Executive Director, Facilities, Operations and Construction Management
Donna Jones-Dulin, Acting President, De Anza College
Kevin McElroy, Vice Chancellor, Business Services
Judy Miner, President, Foothill College
Joe Moreau, Vice Chancellor, Technology
Dorene Novotny, Vice Chancellor, Human Resources and Equal Opportunity
Linda Thor, Chancellor

CONSIDERATION OF STUDENT EXPULSION

Executive Administrators Present:

Charles Allen, Executive Director, Facilities, Operations and Construction Management
Donna Jones-Dulin, Acting President, De Anza College
Kevin McElroy, Vice Chancellor, Business Services
Judy Miner, President, Foothill College
Joe Moreau, Vice Chancellor, Technology
Dorene Novotny, Vice Chancellor, Human Resources and Equal Opportunity
Linda Thor, Chancellor

CALL TO ORDER

President Bechtel called the regular meeting of the Board of Trustees to order at 6:00 p.m.

REPORTING OUT FROM CLOSED SESSION

President Bechtel announced that in closed session the Board ratified the suspension of an employee in a classified Admissions and Records Assistant position and considered whether to take disciplinary action against five Foothill College students. President Bechtel polled the Board on whether to expel the five students with the following result:

Board vote: Aye (Barram, Bechtel, Casas, Cheng, Swenson)
Action: **Approved** the expulsion of five Foothill College students (11359917, 20097512, 20023198, 20087354, 20038175)

APPROVAL OF MINUTES

M/S/C: Barram/Casas
Advisory vote: 1 (Adams)
Board vote: 4
Abstention: 1 (Cheng)
Absent: 1 (Student trustee Baker)
Action: **Approved** the minutes of the August 5, 2013, meeting.

HEARINGS: ITEMS NOT ON THE AGENDA

Staff

Foothill College President Judy Miner thanked instructor Victor Tam for his work in securing a National Science Foundation Science, Technology, Engineering, and Mathematics (STEM) grant of \$600,000 over a five-year period that will enable STEM students to enroll full time.

De Anza College Associate Vice President of Educational Resources and Acting President Donna Jones-Dulin reported that the college is employing aggressive course management and marketing efforts to address the current one percent decline in enrollment for fall 2013.

Board

Trustee Joan Barram expressed hope that the district is successful in its plans to secure the California Community College Chancellor's Office grant to manage the expansion of the California Virtual Campus.

De Anza College Student Trustee Anita Adams reported that she was elected vice president of the California Community College Association of Student Trustees at the recent Community College League of California Student Trustees Workshop.

APPROVAL OF CONSENT CALENDAR

M/S/C: Swenson/Cheng
Advisory vote: 1 (Adams)
Board vote: 5
Absent: 1 (Student trustee Baker)
Action: **Approved** items 1-7 on the Consent Calendar as follows:

Item 1 – **Ratified** contracts and agreements

Item 2 – **Accepted** the listing of district investments as of June 30, 2013

Item 3 – **Authorized** the Interim Director of Purchasing Services to sell the items in accordance with Education Code Section 81450

Item 4 - **Approved** the Human Resources Report

Item 5 - **Approved** the 2013-2015 agreement with Planned Parenthood Mar Monte Inc.

Item 6 - **Approved** the 2013-2014 JPA Funding Commitment with South Bay Regional Public Safety Training Consortium

Item 7 – **Approved** the Academy for College Excellence Training Events Memorandum of Understanding with Rockefeller Philanthropy Advisors

Item 8

Resolution Authorizing Trustee Absence for Pearl Cheng

M/S/C: Barram/Adams
Advisory vote: 1 (Adams)
Board vote: 4
Abstention: 1 (Cheng)
Absent: 1 (Student trustee Baker)
Action: **Adopted** resolution 2013-28 authorizing trustee Pearl Cheng's absence from the August 5, 2013, Board of Trustees meeting

Item 9

Resolution Authorizing the Reduction in Classified Service

M/S/C: Cheng/Adams
Advisory vote: 1 (Adams)
Board vote: 5
Absent: 1 (Student trustee Baker)
Action: **Adopted** resolution 2013-31 authorizing the elimination of classified positions

Item 10

Public Hearing on 2013-14 Budget

President Bechtel opened the public hearing at 6:11 p.m.

Vice Chancellor of Business Services Kevin McElroy provided an overview of the proposed 2013-2014 budget and thanked interim Budget Director Joni Hayes Lamprey for her diligent work in preparing the document. He noted that there has been little change since the governing board approved the 2013-2014 Tentative Budget in June, although the 2012-2013 ending fund balance is slightly higher due to increases in carryover balances and non-resident tuition fee revenue as well as a likely reduction in the deficit factor on state apportionment. He explained that the anticipated structural deficit of at least \$3.1 million for 2013-2014 will be addressed using a portion of the stability fund to allow the colleges time to restore enrollment and strategically plan additional cuts if needed.

Hearing no response to her request for comments from members of the public regarding the proposed 2013-2014 budget, President Bechtel closed the public hearing at 6:24 p.m. The governing board will consider adoption of the 2013-2014 budget at the September 9, 2013, regular meeting.

Item 11

Measure E Consent

M/S/C: Adams/Cheng
Advisory vote: 1 (Adams)
Board vote: 5
Absent: 1 (Student trustee Baker)
Action: **Ratified/approved** the following Measure E Consent item:

Foothill College

- A) Calstate Construction – Change Order #1 – District Office Building Swing Space - \$11,534
- B) Seachange, Inc. – Change Order #2 – District Office Building Renovation - \$6,375

Item 12

Measure C Consent

M/S/C: Barram/Casas
Advisory vote: 1 (Adams)
Board vote: 5
Absent: 1 (Student trustee Baker)
Action: **Ratified/approved** Measure C Consent items as follows:

Foothill College

- A) HMC Architects – Revision #6 – Modernization of Learning Support Center, Biology and General Classrooms - \$72,500
- B) SJ Amoroso Construction – Change Order #3 for DRC Swing Space – Modernization of Learning Support Center, Biology, and General Classrooms - \$12,756
- C) SJ Amoroso Construction – Change Order #4 – Modernization of Learning Support Center, Biology, and General Classrooms - \$74,849

Item 13

Virtualization Hardware/Software Purchase

Vice Chancellor of Technology Joseph Moreau advised that the purchase of virtualization hardware and software is part of the district’s long-term strategy to consolidate servers, reduce the total cost of ownership for desktop computers, and provide increased student and employee access to applications. In response to questions from President Bechtel, Vice Chancellor Moreau explained that the contract covers the first three years of support and that the district’s costs beyond the contract term would total approximately \$123,000 per year but would be partially offset by the phase out of current maintenance agreements.

M/S/C: Adams/Barram
Advisory vote: 1 (Adams)
Board vote: 5
Absent: 1 (Student trustee Baker)
Action: **Made** a finding that it is in the best interests of the District to purchase virtualization hardware/software directly from Dell Marketing, L.P. based upon the Region 14 National Cooperative Purchasing Alliance contract and the Western States Contracting Alliance contract, and **authorized** the administration to make those purchases

ADJOURNMENT

President Bechtel adjourned the meeting at 6:48 p.m.



Chancellor and Secretary to
the Board of Trustees

Approved 9/9/13