

# CHANCELLOR'S ADVISORY COUNCIL SUMMARY FEBRUARY 9, 2007

Present

*Abbey Brown/ASFC, Robert Cormia (for Starer), Cindy Castillo, Jane Enright, Stephanie Franco, Martha Kanter, Lydia Hearn, Andrew LaManque, Linda Lane, Brian Murphy, Olivia Patlan, Penny Patz*

Others

*Charles Allen, Jon O'Bergh*

## **I. CHECK-IN/BURNING ISSUES**

Enright provided a brief update on the Foothill president and vice chancellor searches.

## **II. DRAFT SUMMARY OF PREVIOUS MEETING**

The summary of the January 26, 2007 meeting was approved as drafted.

## **III. REPORTS FROM SUBCOMMITTEES**

*ETAC.* Patz explained that the District is in the process of selecting the company that will implement the "decision director tool" (software that is designed for the complicated task of evaluating and selecting an Educational Information System, or EIS). She said more information will be forthcoming to EIS users at the campus and District level whose input will be needed once the decision director tool is set up for our use.

Patz moved Items V and VI to be heard next on the agenda in advance of Item IV pending the arrival of Charles Allen.

## **V. ENROLLMENT UPDATE**

Patz reported that Foothill enrollment still appeared to be down 5% for winter quarter, but she qualified that figure by noting that cooperative work experience enrollment and enrollment for some year-long courses had yet to be counted. Murphy reported that De Anza on-campus enrollment has increased, but enrollment in the job corps program is significantly down, resulting in a net decrease of about 1%. An analysis of the job corps losses is underway. Both colleges are pushing to enhance spring enrollment.

## **VI. FEDERAL TERMINOLOGY: REMEDIAL VS. DEVELOPMENTAL VS. BASIC SKILLS**

Castillo reviewed the differences in terminology. "Developmental" is shaping up to be the preferred term. There was a discussion of how to serve students who are not even at the basic skills level in light of the fact that federal aid is not available in those situations.

#### **IV. FACILITIES UPDATE**

Allen provided an update and distributed information regarding facilities issues and key projects at both campuses. The Gilbane Company is working jointly with the Maas Company to develop an Implementation Plan for Measure C. To ensure that Measure C projects proceed as smoothly as possible, planning sessions are being organized for key decision-makers to address what went well on Measure E projects and what needs improvement. Allen discussed the update to the Facilities Master Plan that is being prepared for Board approval in March. Traffic, parking and enrollment projections are some of the issues that are being addressed. He noted that both campuses have determined that additional parking structures are not needed at this time. The District will be working with an architectural firm to determine the feasibility, from a programmatic as well as a cost perspective, of utilizing the Griffin House for Central Services office space. He explained that staff is preparing to close out Measure E, and unfinished projects will have an impact on the final list of projects for the first bond issuance of Measure C.

#### **VII. BOARD POLICY 4185 – PUBLICATION OF INSTRUCTIONAL MATERIALS**

Enright reviewed the newly proposed revision that was distributed to Council members subsequent to the distribution of the agenda. She explained that this revision tries to bring together and address a variety of interests from various parties, including concerns about intellectual property quality and selection of materials, and compliance with the law. She clarified that, if the material is solely available in the District, the law requires that the material be provided to students either free or at cost plus a small markup to cover Bookstore operational costs. She also distributed draft “acknowledgement statements” that would apprise faculty of this legal requirement and could be included on the book order/adoption form.

Hearn reviewed recommendations from the De Anza Academic Senate. Enright pointed out a problem with the term “primarily available” and questioned how that would be monitored. Hearn requested additional time to discuss the latest proposed revision with the Senate. Hearn reported that the Faculty Association (FA) and De Anza Academic Senate supported adding the phrase “in lieu of generally available but significantly more expensive.” The Faculty Association, however, was concerned about the Senate’s proposed language regarding conflicts of interest and the requirement for recusal from decisions, questioning how that would work in small departments. Enright and FA representatives will discuss that matter further.

Cormia raised a question about material that is provided directly from the faculty member to the student in electronic form. Enright clarified that the policy still applies since the faculty member is an employee.

#### **VIII. MEETING CALENDAR**

It was decided to keep the February 23 meeting as scheduled, but the March 9 meeting will need to be changed since it conflicts with the vice chancellor interview schedule. Franco pointed out a typographical error: April 26 should read April 27.

**CALENDAR OF PENDING ITEMS 2006-07**

Board Policy 4185 .....	February 23, 2007
District Educational Master Plan, Critical Success Factors.....	Winter 2007
Report on Conflict Management Action Plan (Enright).....	Winter 2007
Board Policy 2610, Communication Between Staff and Board .....	Winter 2007
Board Policy 4190, Academic Freedom.....	Winter 2007
Long-Term Enrollment Planning and Role of CAC .....	TBA

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