

CHANCELLOR'S ADVISORY COUNCIL SUMMARY APRIL 29, 2005

Present

Karen Alfsen, Mike Brandy, Leo Contreras, Jane Enright, Bernadine Fong, Dave Garrido, Rich Hansen, Barbara Illowsky (for Mitchell), Martha Kanter, Brian Murphy, Willie Pritchard, Jackie Reza, Catherine Scott/ASFC, Paul Starer

Others

Robert Cormia, Mary Jo Lomax, Jon O'Bergh

I. CHECK-IN/BURNING ISSUES

Smoke-Free Campus

Cormia and Lomax provided an update on the smoke-free campus policy, reporting positive feedback from campus governance groups. They discussed how the policy would be phased in along the lines of the model reported in the Community College Times. Murphy reported that the De Anza College Council endorsed the policy but had concerns about its implementation. It was pointed out that Campus Security should be included in discussions on implementation, as well as campus administrators responsible for facilities. Brandy discussed the importance to involve staff who handle community events on campus, especially those at the Flint Center. Fong emphasized the need to produce signs that are both aesthetically pleasing and appropriate with other campus signage, but she raised a question about how the printing of the signs will be funded. It was agreed that the implementation task force can handle those details. Cormia read the policy, which briefly states, "In order to provide a safe learning and working environment for students and employees, smoking is permitted in designated parking lots only." [N.B.: The following language has also been proposed in previous discussions: "In order to provide a safe learning and working environment for students and employees, smoking is prohibited in all indoor and outdoor campus locations, with the exception of designated parking lots."]

Central Services Classified Senate

Enright announced that Central Services has formed a Classified Senate. Bret Watson was elected President, and the Senate expects soon to appoint a representative to the Council.

EFM Student Tracking System

Fong distributed preliminary findings from the EFM Student Tracking System of selected Foothill services.

II. DRAFT SUMMARY OF PREVIOUS MEETINGS

The draft summary of the April 15 meeting was approved.

III. REPORTS FROM SUBCOMMITTEES

Budget Committee — Brandy reported that the assumptions for the 2005-06 budget for maintaining the enrollment base appear to be accurate. He is now waiting for the results of the Governor's May revise, which will be discussed at the May 20 CAC meeting.

Legislative Committee — Kanter reported that Lobby Days have been scheduled for May. She discussed the wide funding disparity between districts, which would be exacerbated if a COLA is funded without any equalization funding. Hansen discussed how promoting equalization is tricky; he hopes the funding formula can be tweaked. Kanter requested that recommendations to further adjust the formula to lessen the funding spread between districts is welcome.

ETAC — Pritchard reported that ETAC held its first reading of the Technology Strategic Plan, which he hopes to provide CAC on May 20. Fong discussed the need for a broader group than ETAC to look at what the vision should be.

HRAC — Enright reported that meetings have been held with the Academic Senates regarding the Respect in the Workplace focus groups. HRAC is working on conflict resolution strategies, and a suggestion to use volunteer mediators is being explored.

IV. ENROLLMENT UPDATE

Brandy distributed an enrollment report and discussed the three components that comprise enrollment: credit resident (the major portion of enrollment); non-credit resident (which, with credit resident, comprises the enrollment base for state funding); and non-resident. He pointed out a loss of only 1.2% in base enrollment for 2004-05, citing everyone's hard work in reducing the loss. The objective for 2005-06 will be to restore enrollment to the base so as not to jeopardize funding, which looks achievable. The loss in non-resident enrollment was 4.31%, and the International Students offices will be working hard to restore that enrollment in 2005-06.

V. ADMINISTRATIVE PROCEDURES 9110.1 – STUDENT TRUSTEE SELECTION PROCEDURES

Illowsky asked about an addition discussed in JDG for regular meetings with the President “or his/her designee.” Kanter reviewed the nature of the discussion and the decision not to include the designee because, while it is appropriate to meet with a designee when the President is absent, such substitutions would not be in everyone's interest on a regular basis. Likewise, Hansen pointed out that “his/her designee” should be deleted from the reference to meetings with the Chancellor.

There was a discussion about the letter of reference and what is meant by “community.” It was agreed that this should be changed to “college community” to reflect that the reference can come from anyone — employee, student, volunteer, etc. — as long as they are connected in some way to the college or District. Whether the letter should address the student's leadership ability, it was agreed that this is not necessary.

Scott reported that ASFC voted almost unanimously not to endorse either of the proposed revisions regarding the meeting schedule and letter of reference, citing the need for regular meetings and the unnecessary burden of additional requirements. Starer said he would not be inclined to support the revisions without the support of students. Apart from the change to delete the reference to the Chancellor's designee, it was decided to retain the existing procedures unless the student trustees can reach consensus.

VI. WRAP UP

Kanter noted that the Board would be voting on recommendations for layoffs at the May 2 Board meeting, and expressed concern that an SEIU representative was not present at today's

CAC meeting. Contreras announced Latino Heritage Month events and a Folkloric Dance Festival celebration on May 6 at Foothill.

CALENDAR OF PENDING ITEMS

Student Trustee Selection Procedure: AP 9110.1	April 29, 2005
Governor's May Revise and Budget Implications.....	May 20, 2005
Technology Strategic Plan.....	May 20, 2005
Smoke-Free Campus Policy (action)	May 20, 2005
Accreditation Self-Studies.....	May 2005
Educational Master Plan.....	Spring 2005
Conflict Management Action Plan (Enright).....	Spring 2005
Board Policy 5550, Time, Place & Manner	Spring 2005
Board Policy 2610, Communication Between Staff and Board	Spring 2005

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