

CHANCELLOR'S ADVISORY COUNCIL SUMMARY MAY 20, 2005

Present

Karen Alfsen, Kim Chief Elk, Kee Hoon Chung/ASFC, Vicky Criddle, Jane Enright, Bernadine Fong, Nadine Foster-Mahar/DASB, Dave Garrido, Rich Hansen, Martha Kanter, Dan Mitchell, Brian Murphy, Jackie Reza, Javier Rueda, Bernata Slater (for Brandy), Jim Williams (for Contreras)

Others

Robert Cormia, Briget Howe, Naomi Kitajima, Jon O'Bergh

I. CHECK-IN/BURNING ISSUES

There were no burning issues raised.

II. DRAFT SUMMARY OF PREVIOUS MEETINGS

Rueda asked for clarification regarding Kanter's comment about the absence of an SEIU representative, and she explained her preference that Chancellor's Advisory Council representatives designate a substitute if they cannot attend a meeting. The draft summary of the April 29 meeting was approved.

III. REPORTS FROM SUBCOMMITTEES

Budget Committee — Slater reviewed information as presented to the Board in the Third Quarter Report, noting that the District is not expecting an ending balance deficit for 2004-05. She reviewed the carryovers and budgeted transfers to begin to address the unfunded retiree medical benefits liability and to offset health benefits increases. Slater also reviewed the Governor's May Revise, noting additional COLA funding and partial funding for equalization. She is still looking at expenses to determine what the net result will be. Health benefits increases were discussed. Hansen asked how the additional funds would affect layoffs, and Kanter noted that the Board would be meeting in closed session on May 23 to discuss negotiations. Hansen expressed concern about how the determination was made to implement layoffs in the De Anza Print Shop and eliminate certain printing capabilities. Murphy explained that a steady erosion of revenue for the Print Shop and its inability to financially support its operation necessitated the decision; he offered to provide more information to Hansen and anyone else who wished.

Legislative Committee — Kanter described recent actions in the Senate and Assembly concerning community college funding as an example of how fragile and politically entangled the state budget process is. She also noted several other activities such as Lobby Day and shared a letter which she, Fong and Murphy wrote to members of the Assembly in support of equalization funding.

ETAC — Due to Pritchard's absence, no report was given.

HRAC — Enright reported that Respect in the Workplace focus groups are underway for faculty and should be able to complete their meetings by the end of June. Meetings for classified staff and administrators have been completed.

IV. FOOTHILL AND DE ANZA STUDENT EQUITY PLANS

Kanter presented the plans for information, noting that they would be submitted to the Board for approval in June. Murphy explained that the De Anza plan was still undergoing campus review since the college had needed to figure out how to respond to the fact that the demographics of the “service area” are not the same demographics as the students which the college serves.

V. FOOTHILL EDUCATIONAL MASTER PLAN AND ACCREDITATION SELF-STUDY

Fong briefly reviewed for the Council’s information what she presented to the Board as part of the State of the College Report.

VI. TECHNOLOGY STRATEGIC PLAN

Kanter asked that the Council read the plan which was submitted under separate cover and be prepared to discuss it at the next meeting.

VI. REVISED BOARD POLICY 3217 – SMOKE-FREE CAMPUS

It was clarified that the smoking prohibition would apply to faculty offices. There was a lengthy discussion about administrative procedures and the implementation of the policy in terms of education, outreach and support. Kanter expressed her understanding from previous discussions that the implementation would be handled at the campus level, with the focus initially on engaging the cooperation of everyone rather than on enforcement and punishment. Garrido reported that the Foothill Classified Senate supported the policy but had concerns about the implications for staff who may not have enough time to get to and from distant designated lots during their breaks. Enright stated that there would not be any personnel implications, but if any problems arise, they can be addressed by bringing back the policy for review. Hansen asked why the parking lots were selected as designated smoking areas. It was explained that the choice was based on research of policies at other colleges, and lots are easily distinguishable from other areas of campus. Fong pointed out that the terminology “outdoor smoking areas” under section “E: Signs” was confusing, and Kanter offered the substitution of “parking lot areas for smoking.”

The Council reached consensus to support the revised policy. To address the concerns about implementation, it was agreed that next spring the Council would review the policy and how implementation was progressing, after the college governance groups have had a chance for review. If an issue requiring resolution develops before that time, the Council can review the policy sooner.

VII. REVISED BOARD POLICY 4640 – HARASSMENT

Enright explained that the purpose for the revision was to bring the policy into compliance with legal changes and a review by the Office of Civil Rights. Similar changes will also be made to the administrative procedures. Hansen recommended that “Discrimination” be included in the title and referenced earlier in the document. He also recommended citing the new laws. He emphasized the importance of having early intervention procedures for situations where individuals believe harassment is occurring but not in a manner that is identified by the law. Kanter proposed that recommendations regarding early intervention could be developed as a result of the Respect in the Workplace focus groups, and added the issue as an agenda item for discussion next year.

Mitchell asked about the use of materials in the classroom, and Enright responded that this is addressed in the section of the procedures under academic freedom. Hansen questioned the use

of the term “offensive,” wondering whether it was too open to interpretation or was legally required. Enright requested that any additional comments be sent to her prior to the next meeting.

VIII. WRAP UP

Kanter announced that a meeting requesting voluntary attendance will be scheduled for July and August for information sharing since there will likely be state budget developments during that time. She also stated that, at the June 10 meeting, the Council can spend some time looking back on the past year and thinking about future items for discussion.

CALENDAR OF PENDING ITEMS

Technology Strategic Plan.....	June 10, 2005
Revised Board Policy 4640, Harassment and Discrimination (action).....	June 10, 2005
De Anza Educational Master Plan and Accreditation Self-Study	June 10, 2005
Educational Master Plan.....	Summer 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
Respect in the Workplace.....	2005-06
Review of Non-Smoking Policy and Implementation	Spring 2006

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