

CHANCELLOR'S ADVISORY COUNCIL SUMMARY OCTOBER 15, 2004

Present

Mike Brandy, Robert Cormia (for Starer), Vicky Criddle, Jane Enright, Nadine Foster-Mahar/DASB, Allen Frische, Scott Heffner (for Hansen), Martha Kanter, Brian Murphy, Bill Patterson (for Fong), Willie Pritchard, Jackie Reza, Javier Rueda, Virginia Slayton (for Gallagher), Jim Williams (for Contreras), Gloria Wu (for Chief Elk)

Others

Bob Barr, Jon O'Bergh

I. CHECK-IN/BURNING ISSUES

Council members introduced themselves. Enright noted that voter registration forms are available in the Employment Services office.

II. DRAFT SUMMARIES OF PREVIOUS MEETINGS

The summaries of June 11, August 29 and September 13, 2004 were accepted as drafted.

III. INSTITUTIONAL RESEARCH: ENROLLMENT ANALYSIS

Barr distributed an enrollment analysis and discussed the enrollment decline for Fall quarter. Every FTE percentage point drop equals a loss of \$1 million for the District. Murphy and Patterson provided an overview of initiatives that are underway to maintain productivity and increase enrollment.

IV. REPORTS FROM SUBCOMMITTEES

Budget Committee — Brandy distributed budget information, pointing out that 97% of the District's revenue funding is tied to student enrollment. The District has been successful in reducing non-funded resident FTES over cap in recent years, but now faces a situation where enrollment is expected to be under cap, resulting in a loss of revenue.

Legislative Committee — Kanter asked that any individuals who are interested in serving on the Committee as representatives of their constituency group should let her know. She reported that meetings with local legislators are being planned, a delegation from the District plans to go to Sacramento in the spring, and the legislative goals will be updated this Fall and brought to the Council prior to Board approval. She also reported that a public forum on health care is being planned to address the escalating costs of health care.

Human Resources Advisory Committee (HRAC) — Enright reported that the Committee is scheduled to meet soon.

V. BOARD POLICIES

Kanter presented a draft public domain policy and asked for comments prior to the next meeting. The intent is to provide the Board a first reading by the end of the year. Reza asked

about offers from publishers to customize textbooks and incorporate material from faculty. Patterson explained that the intent is not to impinge on areas where faculty have been working successfully with publishers. Foster-Mahar distributed a DASB resolution supporting a public domain policy.

Kanter reviewed the revised versions of the Disabled Student Programs and Services policies and administrative procedures (5076, 5077 and 5078) showing suggested changes from legal counsel. The policies will be presented for action at the next meeting.

VI. MISSION BOOKLET

Kanter discussed the new statements on values, organizing principles, guiding strategies, purposes and functions, and priorities that the Mission Review Committee drafted for the Mission Statement booklet. She asked the Council members to review the document with their constituency groups and provide feedback to Marisa Spatafore. She would like to have the changes completed by the end of the quarter.

VII. CONFLICT MANAGEMENT AND DIVERSITY

Reza gave a presentation on conflict management and diversity, discussing processes that currently exist in the District and the need for conflict management procedures in situations that are not covered by the formal, contractual agreements (an example would be a conflict between a faculty and classified staff member). The goal is to help everyone be respectful to one another at all times. Enright noted that HRAC is working on revisions to the Mutual Respect Policy, so it was suggested that HRAC use Reza’s material to show the areas covered by existing procedures and areas where there are gaps, and develop an action plan to present to the Council.

VIII. QUICK NEWS / WRAP-UP

- **New District Logo** — Kanter distributed proposed versions of the logo and noted that the District will avoid cost issues by phasing in a new logo. Patterson noted a comment from Foothill that the tree needs to be included in the design and should be proportional to the building.
- **Schedule of Meetings and Update Items** — Kanter pointed out the schedule of meetings and special presentations as noted. Frische suggested a presentation on Student Learning Objectives, perhaps in February.
- **Article** — Kanter pointed out the presentation on “California Higher Education at the Crossroads.”
- **Other** — Foster-Mahar raised student concerns about a cutback in hours for the De Anza Library and said she would be bringing it up at the Board meeting on October 18.

CALENDAR OF PENDING ITEMS

Public Domain Policy.....	November 5, 2004
DSP&S Policies 5076, 5077 and 5078.....	November 5, 2004
Mission Values and Priorities.....	November 5, 2004
Conflict Management Action Plan.....	Winter Quarter 2005