

Board meeting of Nov. 5, 2012

SOME HEADLINES

Trustees approved or reviewed:

- First quarter financials
- Employment, promotions and retirements
- An agreement with the Department of Veterans Affairs
- Professional growth awards

To see background information for any of the items that appear below, go to http://www.fhda.edu/about_us/ArchivedAgendas and click on the link for Nov. 5. That will download a file containing the agenda and supporting documents.

INFORMATION & ACTION ITEMS

Foundation report: Trustee **Bruce Swenson** reported on the Foothill-De Anza Foundation Board of Directors' discussion of fund-raising goals and efforts to develop an updated alumni database. He noted that Trustee **Pearl Cheng**, acting on behalf of the district's Board of Trustees, thanked the foundation's executive committee and board members for the foundation's generous donation to the statewide Proposition 30 campaign.

Annual risk management report: President **Joan Barram** complimented **Marsha Kelly**, district director of risk management, on a thorough report that she said documented savings in premiums and efforts to watch out for the safety of people on campus. The report states that the district was able to secure rate reductions on premiums for liability insurance and property insurance for the second consecutive year, without reducing coverage.

Reduction in classified service: The board approved elimination of a part-time storeroom clerk position at Foothill College due to lack of funds.

First quarter report: Vice Chancellor **Kevin McElroy** reported that the district is watching enrollment numbers closely. Based on the decline experienced to date this fiscal year, the district could see a 6 percent aggregate drop in enrollment this year, compared to last, if the trend continues. He said non-resident enrollment is up and could result in an additional \$1 million in revenue in the current fiscal year. In response to a question from Trustee **Laura Casas Frier**, he said that even if Proposition 30 passes, the district will continue to have a structural budget deficit estimated at about \$5.7 million.

Responding to questions from Trustee Swenson, President **Judy Miner** attributed some of Foothill's enrollment decline to a major cutback in the Performing Arts Alliance, and described the college's plans for recouping lost TBA lab hours. President **Brian Murphy** said an analysis showed the biggest drop-off at De Anza was in single course takers and that the college is confident it can make up the losses. Chancellor **Linda Thor** added that there

are reports of declining enrollment from community colleges around the state, which could reflect the effects of most recent fee increase.

Agreement with Veterans Affairs: The board approved a memorandum of understanding (MOU) with the U.S. Department of Veterans Affairs for demolition of a small number of facilities at the former Onizuka Air Force Station. The agreement helps clear the way for the VA to obtain title to a parcel at Onizuka from the U.S. Air Force for construction of administrative offices. The facilities straddle a property line between adjoining parcels that will be owned by the district and the VA. Under the MOU, the district would take the lead in demolition activities and costs will be shared proportionately, based on ownership, with Veterans Affairs. Both the district and VA expect to acquire the property at no cost from the federal government

In response to questions from trustees, **Charles Allen**, the district's executive director of facilities, operations and construction management, said the VA has upfront funding to cover its share of the demolition costs. He said no work would begin until the district and VA have title to their respective parcels.

HUMAN RESOURCES & PERSONNEL

Administrator appointments: Trustees ratified the appointment of **Bernata Slater** as interim vice president of educational resources at Foothill College through June 30, 2013.

Classified employment: Trustees ratified or approved employment of the following individuals – at Foothill, **Carlos Villarreal III**, administrative assistant in Student Development, and **Nastaran Oulgie**, technology training specialist for Foothill Global Access; and at De Anza, **Catherine Chafey**, job developer in Biological, Health & Environmental Sciences; **Josh Parees**, testing assistant in Special Education; and **Casie Wheat**, administrative assistant in Academic Services.

Promotions: The board ratified the promotion of **Juan Hernandez** to grounds gardener II at De Anza and the promotional reclassifications in Central Services of **David Hutchinson** to custodian II and **Stanley Saraos Jr.** to journeyman electrician.

Professional growth awards: The board approved PGAs for the following classified employees – at Foothill, **Phoung Tran**; at De Anza, **Margaret Bdzil**, **David Garrido**, **Shuk-Yin Ho**, **Melissa Ingalls**, **Cynthia Lister**, **Melissa Sheldon** and **Angelica Strongone**; and in Central Services, **Michael Banks**, **Pam Eberhardt**, **Craig Gawlick** and **Araceli Kaliangara**.

Faculty retirements: The board approved the following faculty resignations for the purpose of retirement – at Foothill, counselors **Carol George** and **Victoria Taketa**, both effective Dec. 14, and at De Anza, graphic and interactive design instructor **Michael Cole** and music instructor **Anna Poklewski** (both Dec. 14), speech instructor **Kimberly Pearce** (May 26, 2013) and medical laboratory technician instructor **Debbie Wagner** (June 28, 2013).

Classified retirements: Trustees ratified the retirement of **Anne Johnson**, program coordinator in Language Arts at Foothill, effective Oct. 2.

REPORTS & HEARINGS OF ITEMS NOT ON THE AGENDA

Public comments: Palo Alto resident **Ken Horowitz**, who is also a Foothill faculty member, urged board members to actively monitor bond-funded projects and spending. He commented on the placement of one set of bleachers for both home and visitor seating on

just one side of De Anza's new sports stadium, a decision based on funding limitations after consultation with De Anza's Physical Education and Athletics Division. President Barram said that in addition to trustee oversight of Measure C, the district's Citizens' Bond Oversight Committee closely monitors bond projects and expenditures.

Staff comments: De Anza Academic Senate President **Karen Chow** reported that she is composing a letter on behalf of the senate asking the board, chancellor and college president for a thorough review of all other options before asking the colleges to make the full extent of budget cuts being discussed. She commended those involved in the campus effort both to register voters and support the electoral process, among them De Anza Student Trustee **Vince Mendoza**. She noted that a team from the college recently attended the Strengthening Student Success conference, which focused on basic skills.

Foothill Academic Senate President **Dolores Davison**, who chairs the statewide Academic Senate's ad hoc committee on distance education, reported on attending WCET's annual conference, which focused on developments in distance education. She said many faculty members are attending professional development conferences at their own expense because of the lack of district funding. She noted that several representatives of Foothill and De Anza plan to attend the fall plenary session of the Academic Senate of California Community Colleges. She, Chow and Foothill's **Carolyn Holcroft** will be among plenary presenters.

Foothill Classified Senate President **Erin Clifford Ortiz** congratulated members of the Foothill student government, including Foothill's student trustee, for their activities over the past month to build political awareness on campus.

Presidents' comments: De Anza President **Brian Murphy** noted that student organizers on campus had registered thousands of students to vote, and made more than 1,000 class presentations on the importance of voting and how to participate. If Proposition 30 passes, he said, much of the credit belongs to students.

President Miner thanked Foothill Student Trustee **Antonia Zavala** for her advocacy efforts and noted that counselor **Victoria Taketa** is retiring after 39 years of service to the district. She reported on a regional discussion held recently at the college, co-hosted by Foothill and Cañada colleges, on how area community colleges can align workforce training with regional workforce needs. The event was the last in a series of meetings throughout the state on workforce training convened by the California Community Colleges Chancellor's Office. President Miner invited everyone to a special blessing ceremony by an Ohlone elder on Nov. 21 at noon in the Hearthside Lounge, part of Foothill's celebration of Native American Heritage Month.

Chancellor's comments: Chancellor Thor congratulated Foothill Vice President of Student Services **Denise Swett** for organizing a highly successful statewide conference on Oct. 12, Leveraging Technology to Support Students, Faculty & Staff. She commented on a recent presentation on the district given by Trustee **Betsy Bechtel** to the Los Altos Hills Town Council, and council members' many positive comments about the district, particularly Foothill College. She reported on a recent reception for contributors to the Chancellor's Circle held at De Anza's new Media & Learning Center and noted the Chancellor's Circle has raised \$1.4 million since its founding. This year, each college president received a check for \$75,000 from that fund for use at the colleges. During the reception, Palo Alto residents **Liz** and **Rick Kniss** presented a check for \$5,000 in honor of **Kathy Torgersen**, the foundation board member who established the Chancellor's Circle. She also noted that the district's international education program was recently honored by the U.S. Department of Commerce, which assisted in its recruitment of students from Indonesia, Vietnam and Brazil.

Trustee comments: Board President Barram welcomed **Paula Norsell**, the new executive assistant to the chancellor. She joined Foothill-De Anza after 10 years as executive assistant to the superintendent/president of the Antelope Valley Community College District. President Barram, who served on her hiring committee, said she is pleased the district attracted a person who understands the California community college system as well as the role and responsibilities of the Board of Trustees. The chancellor commented that Norsell is highly regarded in her former district and has hit the ground running.

Having a new face in the chancellor's office also serves as a reminder of who is no longer here, President Barram said. On behalf of the board, she presented a floral bouquet to **Donna Toyohara**, who retired after 35 years with the district, most recently as assistant to the chancellor. Before the room gave her a standing ovation, board members spoke individually about her effectiveness, general helpfulness and good humor. The chancellor called her the best assistant she has ever had in 27 years as a chief executive – extremely knowledgeable, dedicated and hardworking, plus “she tells things to me straight and makes me laugh.”

De Anza Student Trustee Mendoza reported on the seventh annual Youth Voices United for Change conference coming up Dec. 4, organized by the Institute of Community and Civic Engagement. He invited everyone to drop by De Anza for workshops, music and other activities from 9 a.m. to 2 p.m. in the Campus Center. He said the conference is intended to engage young people who don't traditionally think of college as part of their future. He expressed great pride in the students, faculty and staff who worked so hard to engage students and other voters in the election and read a letter from former De Anza student trustee **Emily Kinner** thanking the Board of Trustees for its efforts.

Foothill Student Trustee Zavala reported on attending the recent fall student leadership conference of the California Community College Student Affairs Association, which focused on students advocating for students, as well as a conference of the Student Senate for California Community Colleges along with Student Trustee Mendoza.

Trustee Casas Frier complimented both student trustees for their presentations at a recent Foothill-De Anza Foundation board meeting, where they spoke about their backgrounds, their college experience and why the opportunity to attend community college is so important.

NEXT MEETING

The next regular meeting of the Board of Trustees is scheduled for 6 p.m. Monday, Dec. 3 in the district Board Room. Agendas generally are posted 72 hours in advance at http://www.fhda.edu/about_us/board/agenda/. Please check the agenda to verify time and location of the meeting.

Board Highlights is designed to communicate board meeting news to faculty and staff across the district. This publication is not the official minutes. The official minutes are available at http://www.fhda.edu/about_us/board/minutes after their approval at a subsequent board meeting. Please contact Becky Bartindale at bartindalebecky@fhda.edu or (650) 949-6107 with comments or questions about *Board Highlights*.