



**FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
DRAFT MINUTES
REGULAR MEETING
August 27, 2012**

Trustees Present:

Joan Barram, President
Betsy Bechtel
Laura Casas Frier
Pearl Cheng
Bruce Swenson
Antonia Zavala, Foothill College Student Trustee

Absent:

Vincent Mendoza, De Anza College Student Trustee

**STUDY SESSION
2:00 p.m. – 5:00 p.m.**

CALL TO ORDER

President Barram called the meeting to order at 2:00 p.m. She led those present in the Pledge of Allegiance.

Item 1

Strategic Plan Metrics/ARCC Report

Executive Director of Institutional Research Andrew LaManque presented an overview of the 2012 ARCC Report and District Metrics. The ARCC reporting requirement is mandated by AB 1417 and authorizes the California Community College System Office to design and implement a performance measurement system that contains performance indicators for the system and the colleges' credit programs. Executive Director LaManque reminded the board that three goal areas – student success, student access, and stewardship of resources, are included in the district's educational master plan and reviewed each of the performance indicators and how the colleges compared with their respective peer groups. Both colleges achieved either peer high or above average in each of the ARCC indicators.

Areas measured include:

- Student Progress and Achievement Rate
- Percent Successful in Basic Skills Courses
- Percent Successful in Vocational Education Courses
- Course Success Rates by Ethnicity
- Students Earning at Least 30 Units Rate
- Fall to Fall Persistence Rate
- Fall to Fall Persistence Rate by Ethnicity
- Basic Skills Improvement Rate
- ESL (Completion Credit) Improvement Rate
- High School Participation Rate in FHDA Service Area

Much of the discussion focused on reasons why the district from 2009-10 to 2010-11 moved further away from its Strategic Plan goal course success rates among underserved students. At both colleges, the gap in course success rates widened from the prior year between under-served students (defined as Latino, Filipino and African American students) and all other students. At Foothill, this gap rose from 9.1 percentage points in 2009-10 to 12.2 points in 2010-11. At De Anza, the gap increased from 9.2 percentage points to 11.2 points in the same period. The district's goal is to narrow the gap to less than five percentage points. The gap in fall-to-fall persistence between under-served students and all other students also has widened at both colleges. Responding to trustees'

questions, Executive Director for Institutional Research & Planning Andrew LaManque noted that a significant reason for the growing gap in course success rates by ethnicity is due to increased enrollment in on-line courses where success rates, particularly for under-served students, are lower than for face-to-face classes. He said a multitude of factors can contribute to changes in ARCC outcomes from year to year, including diminishing resources to support student success as a result of budget reductions, and unintended consequences from changes such as tightening eligibility for BOG fee waivers, new requirements for career certificates, and restricting transfer.

Additional information regarding the student progress and achievement rate by ethnicity and enrollment data for in-district high school graduates was requested by the trustees. Trustee Swenson commented that the data shows a great job overall with a few exceptions and urged the colleges to develop plans that would lead to even greater improvement in student success.

The trustees complimented Executive Director LaManque for a comprehensive and informative report, and thanked the colleges for their good work.

The complete report can be viewed at: <http://research.fhda.edu/researcharticles1.htm>

Item 2

Enrollment Management

Presidents Miner and Murphy addressed enrollment management at the colleges.

Realizing that enrollment management is very complex, yet key to a college's survival, especially in such challenging budget times, the presidents explained that they manage the schedule of course offerings guided by their respective educational master plans with the aim of achieving the productivity and FTES targets developed by the district. Their core instructional missions reflect the board's priorities which include transfer, workforce development, and basic skills.

Competing demands require analysis of numerous quantitative and qualitative data points when deciding what classes and support services to offer. Decisions are informed by educational mater plan metrics, program review elements, ARCC measures and various specialized reports prepared internally and externally

The senior management from Foothill and De Anza, as well as the vice presidents of instruction, continue their joint meetings regarding collaboration of programs and services. Ongoing collaboration between the colleges continues with discussions about shared outreach activities, districtwide management of international student recruitment, and joint planning for the education center.

Presidents Miner and Murphy addressed questions from the trustees.

Item 3

Education Center at Onizuka

President Miner presented a status report on the educational Center at Onizuka. Mr. Dave Younger from Lionakis Architects was in attendance to address questions.

Staff have had conversations with other districts and community organizations to form collaborative relationships for programs to be offered at the education center. President Miner reviewed the timeline that culminates in the opening of the center in September 2015. Once opened, students will be able to take the full complement of general education courses and earn a degree or certificate. Plans include moving the following Middlefield Campus programs to the new education center.

- General education courses
- Child Development
- Family Engagement Institute
- Pharmacy Technology

- Paramedic/EMT
- College & Career Connections

Alternative methods of delivering courses are being explored and include CISCO telepresence; accelerated academies; weekend only; late start; short term certificates, and portable skills certificates.

Mr. Younger explained that in his experience, there is a lot of growth when a new center is opened, whether it is a new facility or a renovated facility.

President Miner and Mr. Younger addressed questions from the trustees regarding the preliminary site plans; entrance and egress; and staffing of the new center; and the existing parking structure on the site; square footage of phases I and II; and parking.

The trustees thanked Mr. Younger for addressing their questions and President Miner for her presentation.

Break

At 4:00 p.m. President Barram adjourned the meeting for a brief break. She reconvened the meeting at 4:05 p.m.

Item 4

Science Learning Institute (SLI)

PSME Dean Peter Murray's presentation focused on the development of the Science Learning Institute, its program, and goals and objectives.

Since research indicates that by 2050, 24% of STEM workforce will be Latino, one of the purposes of the SLI is to focus on the underrepresented students, including women through the offering of creative relevant curriculum; developing scholarships and stipends; identifying strategic partnerships; and developing new curriculum that provides a ladder pathway for STEM students. A goal is to create STEM summer classes using a new program and focusing on underrepresented 11th and 12th graders to prepare them for transfer to four-year colleges through Foothill.

Working with organizations such as the Gates Foundation; National Science Foundation; National Academy of Science; and the Carnegie Foundation that have advanced pedagogical programs, the SLI wishes to formalize how STEM is taught. Potential partners include the Khan Academy and various MOOCs (Massive Open Online Courses) such as Coursera, Udacity, and MITx. The goal is have the curriculum available to all community colleges via a website.

Educational objectives include teaching math and English through science to students in the K-8 grades and developing STEM a summer program for those in grades 7-12, as well as developing an integrated program of K-12STEM teachers.

The new PSEC will have advanced classrooms, "living laboratories" that will enable students to have access to tablets and laptops that will be virtualized to permit access to college software on any type of device. Basic skills courses will teach students how to think, make a decision, and how to analyze data. New relevant programs in sustainability new computer science, nanoscience, energy, and medical devices will be developed to engage the students' interests. A new course in bioengineering is being developed that will be transferrable to most UCs and CSUs.

Dean Murray responded to trustees' questions.

Trustees thanked Dean Murray for his presentation.

Item 5

Measure C Progress Report (Semi-annual)

Executive Director of Facilities, Operations, and Construction Management Charles Allen reviewed the performance metrics of the Measure C program.

Physical Progress - Outstanding

The district has spent about \$108M to date of Measure C dollars. The level of spending over the 5-year period is an indication of good teamwork at all levels.

Budget and Schedule Management – Outstanding

100% of the Measure C projects are within cost and schedule guidelines.

Construction Change Orders on Renovations and Maintenance Projects – Good

The district did not meet its targeted goal of 7%. Executive Director Allen explained that approximately 3% of change orders are related to field conditions, and his goal is to reduce that percentage over the coming year.

New Construction Change Orders - Outstanding

The district met its goal of 4% for new construction change orders.

PSEC Major Construction Milestone - Acceptable

The exterior skin substantially was completed in May and did not meet the district's goal of completion by March 2012.

MLC Major Construction Milestone - Outstanding

The district met the goal of having the exterior skin substantially completed in February.

Data Center Contract Award – N/A

Requirements for the new data center are being reevaluated at this time.

Education Center Public Benefit Conveyance – N/A

The public benefit conveyance is still under HUD review. Executive Director Allen expects conveyance to be complete in September or October.

Litigation – Outstanding

At this time there have been no outstanding Measure C claims.

Executive Director Allen reviewed the metrics for 2013. Regarding electricity cost avoidance, Executive Director Allen pointed out that due to the investment in Measure C dollars for the installation of photovoltaics, the district was able to save approximately \$700,000 in 2012. That amount will increase next year when De Anza will have had their Lot A/B photovoltaics for a full year.

Executive Director Allen emphasized that the success of the Measure C program is due to the team effort of the board, staff, and everyone involved in the projects.

Trustees thanked Executive Director Allen for his report.

ADJOURNMENT

President Barram adjourned the study session at 4:45 p.m.

REGULAR MEETING

6:00 p.m.

Trustees Present:

Joan Barram, President
Betsy Bechtel
Laura Casas Frier
Pearl Cheng
Bruce Swenson

For Public Session Only:

Antonia Zavala, Foothill College Student Trustee
Vincent Mendoza, De Anza College Student Trustee

CLOSED SESSION

The Board convened in closed session at 5:00 p.m. in the Chancellor's Office to discuss:

CONFERENCE WITH LABOR NEGOTIATOR

Executive Administrators Present:

Charles Allen, Executive Director, Facilities, Operations and Construction Management
Kevin McElroy, Vice Chancellor, Business Services
Joe Moreau, Vice Chancellor, Technology
Judy Miner President, Foothill College
Christina Espinosa-Pieb, Acting President, De Anza College
Dorene Novotny, Vice Chancellor, Human Resources and Equal Opportunity
Linda Thor, Chancellor

CALL TO ORDER

President Barram called the meeting to order at 6:00 p.m. She led those present in the Pledge of Allegiance.

REPORTING OUT FROM CLOSED SESSION

President Barram reported that the board took no action in closed session.

APPROVAL OF MINUTES

M/S/C: **Cheng/Casas Frier**
Advisory vote: 2
Board vote: 5
Action: **Approved** the minutes of August 6, 2012

HEARINGS: ITEMS NOT ON THE AGENDA

Public

Terry Terman requested direction from the board on how to vote on Proposition 38. He also expressed concern regarding the City College of San Francisco's accreditation status.

Students

There were no comments from students.

Staff

De Anza President Brian Murphy

- The Media and Learning Center has been named a finalist as the most environmentally friendly building by the Silicon Valley Business Journal.
- The Democracy Commitment now has grown to a membership of 112 community college districts
- The Democracy Commitment is sponsoring “Engage the Election”. The goal is to educate student citizens through events and demonstrations.

Foothill President Judy Miner

- Foothill will participate in Science Education for New Civic Engagements and Responsibilities (SENCER), an initiative sponsored by the National Science Foundation. Its purpose is to strengthen student learning and interest in the sciences, technology, engineering, and mathematics by connecting course topics to issues of critical local, national, and global importance. President Miner was invited to attend the institute held at Santa Clara University this summer.
- Trustees were invited to attend a national conference on instructional technology hosted by Foothill College on October 12, beginning at 8:30 a.m. President Miner thanked Vice Chancellor of Technology Joe Moreau for his assistance in getting the Chief Information System Officers Association to be one of the sponsors.

Chancellor Linda Thor

- The Central Services Classified Senate recently received the Model Senate Award from the California Community College Classified Senate (4CS). Model senates meet eight criteria, including maintaining an up-to-date website, being recognized by the college’s administration as a governance participant, holding elections for its participatory governance body, and operating under bylaws approved by the constituency and on file with 4CS. The Classified Senate asked Chancellor Thor to extend their appreciation to the board and executive staff for their support.
- Chancellor Thor has been asked by UC Santa Cruz Chancellor George Blumenthal to co-host with him and Undersecretary of Education Martha Kanter a higher education roundtable. Undersecretary Kanter would like to talk with higher education CEOs in the Silicon Valley about higher education quality and affordability. The roundtable will take place on September 11 at Foothill College.

Board

Student Trustee Antonia Zavala

- The board was invited to attend the ASFCs political awareness day on October 10 during college hour.
- The Foothill students are organizing to advocate for Prop 30.

Student Trustee Vincent Mendoza

- He and Student Trustee Zavala attended the statewide student trustee workshop. Both student trustees expressed their appreciation for the opportunity to attend the conference that afforded the opportunity to network and exchange ideas with other student trustees throughout the state.
- The De Anza students are also organizing to advocate for Prop 30.

Trustee Betsy Bechtel

- Trustee Bechtel reported on the special meeting of the Audit and Finance Committee to discuss the proposed budget. She thanked staff for their presentation which was very well received.

Trustee Bruce Swenson

- Trustee Swenson commented on the district’s presentation to the Mountain View-Los Altos High School District; trustee Bechtel was in attendance, and Trustee Barram gave an excellent presentation. Chancellor Thor and Director of Communications Becky Bartindale also attended. Superintendent Barry Groves remarked on the level of cooperation and services the colleges provide the Mountain View-Los Altos High School students.

President Joan Barram

- President Barram reported that she attendance at the APALI Youth Leadership Academy and heard final reports from those high school participants.
- She also attended the Summer Bridge Program for Foster Youth lunch. Trustee Barram said it is always inspiring to hear the comments about their lives and their determination to pursue their education.

APPROVAL OF CONSENT CALENDAR

Vice Chancellor of Business Services Kevin McElroy requested the removal of **Item 3, Renewal of Contract with Domus Aurea, Inc.**

M/S/C: Cheng/Casas Frier

Advisory vote: 2

Board vote: 5

Action: Approved items 1-2, and 4-10 on the Consent Calendar as follows:

Item 1 – **Approved** BP 3225 Security and Access

Item 2 – **Approved** Listing of District Investments as of June 20, 2012

Item 4 – **Approved** Foothill and De Anza Bookstore Purchases

Item 5 – **Approved** Microsoft Campus Agreement

Item 6 – **Approved** Human Resources Report and De Anza PAA Applications

Item 7 – **Approved** Associate in Arts Degree in History for Transfer

Item 8 – **Approved** Associate in Arts Degree in Sociology for Transfer

Item 9 – **Approved** Associate in Arts Degree in Sociology for Transfer

Item 10 – **Approved** Associate in Science Degree in Administration of Justice for Transfer

Item 11 – Public Hearing

Open Negotiations for a Successor Agreement between the District and the Operating Engineers, Local 3 (OE3)

President Barram opened the public hearing at 6:34 p.m. There were no comments. She closed the public hearing at 6:35 p.m.

Item 12 – Public Hearing

2012-13 Proposed Budget

Vice Chancellor of Business Services Kevin McElroy presented an overview of the 2012-13 proposed budget.

A significant change from the tentative budget was the reporting of about 690 FTES above second quarter projections, or approximately \$3.2 million that the district was able to add to its ending fund balance. Passage of the governor's tax initiative, Proposition 30, remains the most significant variable in planning the 2012-13 budget. The district will be monitoring the impact of increased enrollment fees on enrollment as well as increases to the deficit factor due to property tax shortfalls.

The district has planned the 2012-13 budget assuming a "worst case" scenario with a 7.3% workload reduction. On the expense side, the proposed budget reflects ongoing cuts of \$3.4 million implemented effective July 1, 2012.

Expenses also reflect an FTES productivity adjustment from 546 to 541 and a decrease in the part-time faculty cost due to a workload reduction of 7.3%. The rate stabilization fund, approximately \$11 million, will be used to cover medical benefits expenses above and beyond the \$24.4 million already budgeted in that category.

The district's budget deficit will range from \$6 - \$12 million, depending on a best-case/worst-case scenario. The colleges and central services have been working hard to develop plans to permanently balance the structural deficit. Pending results of the November election, the district will be prepared to implement cuts as needed to close the deficit gap.

President Barram opened the public hearing at 7:11. There were no comments. She closed the public hearing at 7:12 p.m.

Item 13

Resolutions to Adopt Budget Revisions and Transfers

M/S/C: Bechtel/Cheng
Advisory vote: 2
Board vote: 5
Abstentions:
Action: **Adopted** Resolutions 2012-39, Budget Revisions and 2012-40, Budget Transfers

Item 14

Measure C Consent

M/S/C: Swenson/Zavala
Advisory vote: 2
Board vote: 5
Action: **Approved** items A – C on the Measure C Consent Calendar as follows:

De Anza College –

- A) Cleary Consultants, Inc. – Revision #3 to Agreement for Services – Stadium and Track Improvements - \$21,600
- B) OC Jones & Sons, Inc. – Change Order #3 – Stadium and Track Improvements - \$162,547

Foothill College –

- C) BSK Associates, Engineers & Laboratories – Change Order #4 to Agreement for Services – Physical Sciences and Engineering Center - \$46,000

Item 15

Accept a List of Contractors as Prequalified to Bid on Foothill College Measure C Project #105 – Modernization of Learning Support Center (LSC), Biology and General Classrooms

M/S/C: Bechtel/Mendoza
Advisory vote: 2
Board vote: 5
Action: **Accepted** the list of five contractors who met all of the prequalification requirements as the only contractors who are “prequalified” to participate in the Foothill College Measure C Project #105, Modernization of LC, Biology and General Classrooms, bid

Item 16

Reject All Bid Proposals for Bid #1361, Flint Center Stage Electrical and Cabling Upgrades

M/S/C: Bechtel/Mendoza
Advisory vote: 2

Board vote: 5

Action: **Rejected** all bid proposals for Bid #1361, Flint Center Stage Electrical and Cabling Upgrades, in accordance with PCC 20651(b)

ADJOURNMENT

President Barram adjourned the meeting at 7:15 p.m.