



**FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
DRAFT MINUTES  
REGULAR MEETING  
October 1, 2012**

**Trustees Present:**

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

**For Public Session Only:**

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

**CLOSED SESSION**

The Board convened in closed session at 5:30 p.m. in the Chancellor's Office to discuss:

**PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

**Executive Administrators Present:**

Charles Allen, Executive Director, Facilities, Operations and Construction Management  
Letha Jeanpierre, Acting President, De Anza College  
Kevin McElroy, Vice Chancellor, Business Services  
Judy Miner, Acting Chancellor  
Joe Moreau, Vice Chancellor, Technology  
Dorene Novotny, Vice Chancellor, Human Resources and Equal Opportunity

Before calling the meeting to order President Barram remembered Carmen Redmond, Director of Purchasing Services, who unexpectedly passed away on September 11. President Barram extended condolences to Carmen's staff and all who worked with her. Carmen will be remembered fondly by everyone who knew and worked with her. Adjournment of the meeting will be in remembrance of Carmen. President Barram thanked Gina Bailey who has agreed to step in as Acting Director of Purchasing Services until a permanent replacement is in place.

**CALL TO ORDER**

President Barram called the meeting to order at 6:06 p.m. She led those present in the Pledge of Allegiance.

**REPORTING OUT FROM CLOSED SESSION**

President Barram reported that in closed session the board discussed and took action to affirm and ratify the dismissal of an employee in a classified Administrative Assistant I position.

**APPROVAL OF MINUTES**

**M/S/C:**            **Bechtel/Mendoza**  
**Advisory vote:**    **2**  
**Board vote:**       **5**  
**Action:**           **Approved** the minutes of August 27, 2012

## HEARINGS: ITEMS NOT ON THE AGENDA

Acting Chancellor Judy Miner reported that Chancellor Linda Thor is in Washington, D.C. attending an invitation only symposium on “Innovation to Drive Productivity in Postsecondary Education” sponsored by the US Department of Education and the White House Office of Science and Technology Policy. Later in the week Chancellor Thor will travel to Kansas City to attend the League for Innovation board meeting where she will extend a formal invitation to attend the Spring 2013 board meeting hosted by Foothill-De Anza. Acting Chancellor Miner then reported that Foothill has received a \$900,000 grant from NSF for a comprehensive student support service grant submitted by Ion Georgiou and Lori Silverman. Their goal is to increase Foothill’s STEM major graduates by 95% (about 482 students) over the next 2 years. Lastly, Acting Chancellor Miner led a standing ovation to acknowledge Donna Toyohara’s retirement and last board meeting as Executive Assistant to the Chancellor. She announced that Chancellor Thor would offer official recognition for Ms. Toyohara’s service at the Board meeting on November 5.

Acting De Anza President Letha Jeanpierre reported that De Anza’s headcount is at 23,516, and although FTES is down 1%, students have until Saturday to add classes. During opening week welcome tables were set up and staffed by volunteers. “Ask Me” stickers were distributed to all faculty and staff to identify them as sources of information. Tours of the Media and Learning Center were given, and training for faculty and staff was provided by Donna Jones-Dulin, Pippa Gibson, Marty Kahn and Ed Breault. Acting President Jeanpierre noted that the MLC was recognized by the Silicon Valley/San Jose Business Journal as a finalist in the “Best Green Public Project in 2012”.

Opening week also focused on the upcoming elections. Literature was distributed on how to engage students in the classroom, descriptions of key propositions, and a list of upcoming events. Additional information can be found at [www.deanza.edu/vote](http://www.deanza.edu/vote).

Acting President Jeanpierre announced that on November 3 from 10:30 – 11:30 a.m. California Secretary of State Debra Bowen will speak about the November election and the importance of voting and other civic engagement. The event will be held in Conf. Rooms A/B in the campus center.

Foothill Classified Senate President Erin Ortiz thanked all those who assisted with the success of the district and college opening days and opening week. She reported that the Classified Senate had a successful leadership retreat. Dean of Students Pat Hyland presented as well as Dr. Helena Ting from Palo Alto University. She extended an invitation to all to attend the next Classified Senate meeting on October 11. Lastly, President Ortiz acknowledged and thanked Student Trustee Zavala and the ASFC for funding the student orientation for over 500 students. Breakfast and lunch were provided, workshops were given, and each participant was given a backpack filled with helpful information.

De Anza Faculty Senate President Karen Chow acknowledged a successful opening day and thanked President Murphy, Cynthia Kaufman, and Nicky Gonzalez Yuen for their workshop presentation on Political Mobilization and everyone who participated in the set up, organization, and staffing of strategically placed “Help” desks around campus during opening week. President Chow acknowledged Board President Barram for being on campus on opening day; Student Trustee Vince Mendoza for his efforts in coordinating student volunteers to staff the Help desks; and the Marketing and Communications office for designing the “Ask Me” buttons and detailed campus maps that were distributed to students.

Foothill Academic Senate President Dolores Davison thanked Executive Director Allen and everyone involved in the central campus project for all the work accomplished during the summer in order to be ready for the opening of fall quarter. With very few exceptions, all walkways were accessible, and students commented on how great the campus looks and the amount of work that has been completed.

### Board

De Anza Student Trustee Vincent Mendoza commented that during opening week hundreds of voters were registered and voter information pamphlets were distributed. He was also pleasantly surprised at the number of faculty who took time out of their day to staff the Help desks.

Foothill Student Trustee Antonia Zavala reminded everyone of Political Awareness Day on October 10 and announced that Assemblyman Rich Gordon will be speaking in the Hearthside Lounge on Tuesday, October 2 at noon.

Trustee Laura Casas Frier thanked the League of Women Voters for organizing the candidate open forum. She acknowledged that both student trustees attended the training on registering voters. On the state level, Trustee Casas Frier expressed concern that polls indicate a decline in the Latino community's support of Prop 30.

Trustee Betsy Bechtel commended all who participated in the District Opening Day program and complimented Chancellor Thor and President Barram on their speeches.

Trustee Pearl Cheng thanked President Barram for participating in United Way's forum on education propositions where speakers addressed the impacts of Propositions 30 and 38.

President Joan Barram said that on district opening day the focus on new faculty, staff, and past students contributed to a sense of warm, effective community team building. She also complimented Foothill for a very inspirational opening day program. President Barram said she enjoyed the atmosphere of first day of classes and acknowledged the visibility of help desk volunteers throughout the campus.

#### AUDIT AND FINANCE REPORT

Trustee Bechtel reported on the September 13, 2012, Audit and Finance meeting. The committee reviewed the Measures E and C progress reports and had an extensive discussion regarding the actuarial report and whether the district is setting aside sufficient funds for medical benefits and its unfunded liability. An auditor from VTD, the district's external auditor, was present to review the district's auditing program and progress so far.

#### APPROVAL OF CONSENT CALENDAR

**M/S/C: Cheng/Casas Frier**

**Advisory vote: 2**

**Board vote: 5**

**Action: Approved items 1–8 on the Consent Calendar as follows:**

**Item 1 – Approved/Ratified Contracts and Agreements**

**Item 2 – Ratified Board Warrants Greater than \$5,000 for July and August, 2012**

**Item 3 – Ratified Enterprise Warrants Greater than \$5,000 for April – June, 2012**

**Item 4 – Approved One-Year Contract Renewal with Domus Aurea, Inc. through June 30, 2013**

**Item 5 – Approved Amendment 01 to Child Care Agreement #CCTR-2298**

**Item 6 – Approved Amendment 01 to Child Care Agreement #CSPP-2555**

**Item 7 – Approved De Anza Basic Skills 2012-13 Agreement #C12-0050**

**Item 8 – Approved Human Resources Report**

#### **Item 9**

#### **Foothill College and De Anza College ACCJC Follow Up Reports**

Acting Chancellor Miner acknowledged the work of Foothill's accreditation liaison Kurt Hueg and the behind-the-scenes work of Darya Gilani whose extensive research on evidence to support substantive compliance is vital to a successful accreditation.

Acting President Jeanpierre said that De Anza's follow up report will be reviewed for final approval by the College Council on October 11. She thanked Director of Marketing & Research Marisa Spatafore and Researcher Mallory Newell for their leadership in compiling the report.

Both follow up reports will be finalized and submitted to the commission by the deadline of October 15, 2012. The accrediting commission will review the reports in January 2013.

**M/S/C:** Swenson/Casas Frier  
**Advisory vote:** 2  
**Board vote:** 5  
**Action:** **Approved** in substance the accreditation follow up reports for Foothill College and De Anza College

#### **Item 10 – Public Hearing**

##### **Open Negotiations for a Successor Agreement between the District and the California School Employees Association (CSEA)**

President Barram opened the public hearing at 6:40 p.m. There were no comments. The public hearing was closed at 6:41 p.m.

#### **Item 11**

##### **Measure E Consent**

**M/S/C:** Cheng/Bechtel  
**Advisory vote:** 2  
**Board vote:** 5  
**Action:** **Approved** items A – B on the Measure E Consent Calendar as follows:

##### **De Anza College –**

- A) Ashron Construction and Restoration, Inc. – Change Order #2 – Stelling Parking Renovation - \$2,944
- B) Smith, Fause, & McDonald Inc. – Revision #2 to Agreement – Campus-wide Coax Replacement - \$0

#### **Item 12**

##### **Measure C Consent**

**M/S/C:** Bechtel/Casas Frier  
**Advisory vote:** 2  
**Board vote:** 5  
**Action:** **Approved** items A – S on the Measure E Consent Calendar as follows:

##### **De Anza College –**

- A) Allana Buick & Bers, Inc.- Project Authorization Amendment #D12 to Master Agreement-L2, L3 & L6 Roofing Repairs - \$56,210
- B) Arch-Pac, Inc.- Revision #3 to Project Authorization Amendment #DO1 -Pool Tile and Plaster Renovation- \$0
- C) Omni Construction Service, Inc. -Change Order#1 – A9/PE6 HVAC Improvements- \$22,394
- D) Omni Construction Service, Inc. -Change Order #2- A9/PE6 HVAC Improvements - \$42,427
- E) Ratcliff Architects- Revision #17 to Agreement- Mediated Learning Center- \$23,800

- F) Sundt Construction, Inc. – Change Order #18 – Media & Learning Center-(\$11,778)
- G) Swenson Associates-Change Order #I–Corporation Yard-\$43,832
- H) Verde- Revision #4 to Agreement-Stadium & Track- \$20,000

**Foothill College—**

- I) Applied Materials & Engineering, Inc.- Revision #2 to Agreement for Design Professional Services- Smithwick Theater- \$4,000
- J) Beals Martin, Inc. -Change Order#I -Modernization of Building 5700- (\$1,615)
- K) Robert A. Bothman, Inc.-Change Order #2- Parking and Circulation- Phase I- \$54,739
- L) Cogent Energy Inc.-Revision #I to Project Authorization Amendment #2- \$0
- M) Hathaway Dinwiddie Construction Company-Change Order #13-Physical Sciences and Engineering Center- \$33,455
- N) HMC Architects-Revision #4 to Project Authorization Amendment #F-HMC-4- Modernization of Learning Support Center, Biology, and General Classrooms- \$84,000
- O) Hoi's Construction, Inc. Change Order #5-New Press Box- \$18,645
- P) Ratcliff Architects- Revision #18 to Agreement Physical Sciences and Engineering Center- \$18,050
- Q) R. C. Benson & Sons, Inc.- Award of Contract-Japanese Cultural Center- \$31,420
- R) Ralph Larsen & Son, Inc. Change Order #9- Smithwick Theatre- (\$11,873)
- S) Taber Construction, Inc.-Change Order #6-Central Campus Site Improvements- \$120,931

**Item 13**

**Project List Revision with Foothill Budget Transfer #36**

**M/S/C:** Bechtel/Zavala  
**Advisory vote:** 2  
**Board vote:** 5  
**Action:** **Approved** the project list revision with Foothill Budget Transfer #36

**Item 14**

**Award a Contract Pursuant to Bid Document 1591-109, Bldg. 2600, Structural and Acoustical Upgrades**

**M/S/C:** Casas Frier/Mendoza  
**Advisory vote:** 2  
**Board vote:** 5  
**Action:** **Authorized** the Acting Director of Purchasing Services to award a contract pursuant to Bid #1591-109, Bldg. 2600, Structural and Acoustical upgrades in the amount of \$297,000

**Item 15**

**Hazardous Materials Assessment & Monitoring Services Firm Selection**

**M/S/C:** Swenson/Cheng  
**Advisory vote:** 2  
**Board vote:** 5  
**Action:** **Approved** the selection of Vista Environmental Consulting for providing hazardous materials assessment and monitoring services related to the Educational Center

**Item 16**

**Agreement for Design Professional Services with Lionakis Architects: Demolition Services for Educational Center**

**M/S/C:** Swenson/Bechtel

**Advisory vote:** 2

**Board vote:** 5

**Action:** **Approved** the professional services agreement with Lionakis in the amount of \$249,075 for demolition services for the Educational Center

**Item 17**

**Agreement for Design Professional Services with Lionakis Architects: Programming and Master Planning Services for Educational Center**

**M/S/C:** Bechtel/Mendoza

**Advisory vote:** 2

**Board vote:** 5

**Action:** **Approved** the professional services agreement with Lionakis in the amount of \$232,700 for programming and master planning services for the Educational Center

**Item 18**

**Baldwin Winery & East Cottage Historic Renovation – Unilateral Change Order #14 - \$243,000 Credit**

**M/S/C:** Bechtel/Cheng

**Advisory vote:** 2

**Board vote:** 5

**Action:** **Approved** unilateral change order #14 for a credit to the district from John Plane Construction, Inc. in the amount of \$243,000

**Item 19**

**Request for Approval to Award Project Authorization Amendment #10A between the Foothill-De Anza Community College District & Noll & Tam Architects – for Measure C Bond Project #216 - De Anza College Library; Investigation and Design Services**

**M/S/C:** Cheng/Zavala

**Advisory vote:** 2

**Board vote:** 5

**Action:** **Approved** the project authorization amendment #10A with Noll & Tam Architects for Project #216, De Anza college Library, for investigation and design services in the amount of \$123,750

**Item 20**

**Authorize Award of a Contract Pursuant to Bid 1555 for a Nuclear Magnetic Resonance Spectrometer**

**M/S/C:** Swenson/Casas Frier

**Advisory vote:** 2

**Board vote:** 5

**Action:** **Authorized** the Acting Director of Purchasing Services to issue a purchase order to Anasazi Instruments, Inc. pursuant to the prices, terms, and conditions set forth in Bid 1555 in the amount of \$115,305.68 for a nuclear magnetic resonance spectrometer

**ADJOURNMENT**

President Barram adjourned the meeting at 6:50 p.m. in memory of Carmen Redmond.