

CHANCELLOR'S ADVISORY COUNCIL SUMMARY MAY 15, 2009

Present

Anne Argyriou, Maureen Chenoweth, Dolores Davison, Andy Dunn, Al Guevara, Martha Kanter, Linda Lane (for Hansen), Janice Lee (for Varela), Judy Miner, Brian Murphy, Dorene Novotny, Fred Sherman, Sharon Su/DASB, Jim Williams (for Contreras)

Others

Ken Horowitz, Jon O'Bergh

I. CHECK-IN / BURNING ISSUES

There were no burning issues.

II. STRATEGIC PLANNING

Sherman distributed a "roadmap" outlining the steps in the strategic planning process and requested feedback from the Council. The four phases of the process include 1) leveraging work from college and District planning efforts, 2) creating Strategic District Initiatives, 3) cascading District Initiatives to colleges and Central Services, and 4) aligning budgets to District Initiatives. He envisioned no more than five strategic initiatives at the District level that encompass the college strategic initiatives. To reinforce that strategic planning is also underway in Central Services, Kanter suggested adding under "Goals" the following: "integrate with Central Services strategic plan."

Murphy spoke about logistics in light of budget and staffing cutbacks, and expressed concern about the term "cascading," which implies new work or new commitments to be undertaken by faculty and staff. Davison and Miner echoed his concern. Sherman reassured everyone that the work of cascading will occur essentially at Central Services, not at the colleges. Members suggested a number of changes to the District Strategic Planning information distributed by Sherman. It was agreed that the latest draft of the Mission would be distributed to the Council for discussion at the next meeting. Kanter suggested a chart showing the District Mission and college missions and their associated components.

III. DRAFT SUMMARY OF PREVIOUS MEETING

The summary of the May 1, 2009 meeting was approved.

IV. BUDGET UPDATE

Dunn distributed an analysis of the governor's budget proposal as it relates to community colleges. He pointed out that, depending on the outcome of the May 19 election, the two-year funding loss for Foothill-De Anza (2008-09 and 2009-10) could grow to a \$25-\$30 million deficit facing the District. Novotny provided an update on personnel reductions and the

elimination of positions that must be made by the end of 2009-10 to address the District's current structural deficit. After the Board adopts the tentative budget in June, Human Resources will begin the complex process of reviewing bumping rights for affected employees. A coordinated hiring process will be discussed with the unions to see how the District might place internal employees whose positions are being eliminated in vacant positions. Kanter asked Council members to think about any additional questions and answers that should be posted on the website. She explained that the District will be considering short- and long-term actions to address the funding loss if the May 19 election and May Revise result in further cuts. She invited everyone to suggest possible actions, emphasizing that the District is open to all ideas.

V. REPORTS FROM SUBCOMMITTEES

Budget Committee. Dunn reported that the Committee reviewed the budget reduction plan.

Legislative Committee. Kanter reported that advocacy efforts are planned for June.

ETAC. Sherman reported that the financial records component of the Educational Information System will go live at the end of June. The disaster recovery site is powered up and due to be connected to the District soon. He noted a significant spike in information security incidences recently and reminded all to be careful with sensitive data.

HRAC. There was no news to report.

VI. POLICIES AND PROCEDURES

AP 3410, Classification of Records. Kanter reported that legal counsel had not yet provided feedback in response to the question about the length of time for faculty to retain grading information. The procedure will be brought back to the next meeting.

Status of BP 4185. Davison and Argyriou reported that the Faculty Association and Academic Senates worked together to revise the policy, which both Senates unanimously approved. There was uncertainty whether the policy needed further negotiation with the Faculty Association, but Argyriou and Davison strongly opposed further negotiation or revision since the policy addresses an area of primary reliance for the Academic Senates. The draft policy will be presented to the Board in June.

AP 4640, Harassment and Discrimination. The Council had no changes to suggest to the administrative procedure.

ASB Policies/Procedures. There were no comments regarding the new policies and procedures. They will be scheduled for another review at the next meeting, and the policies will be forwarded to the Board for a first reading at its June 1 meeting.

VII. WRAP UP

Kanter provided a brief update regarding the chancellor search process.

CALENDAR OF PENDING ITEMS 2008-09

Strategic Planning

Mission Statement.....	May 29, 2009
Outline for Final Report (first review).....	September 2009
Outline for Final Report (approval).....	October 2009
District Initiatives (first review)	October 2009
District Initiatives (approval)	November 2009
Key Performance Indicators (first review).....	December 2009
Key Performance Indicators (approval).....	January 2010
Final Strategic Planning Report.....	April 2010
AP 3410, Classification of Records	May 29, 2009
Board Policies 5560-5562 (new) – Associated Students.....	May 29, 2009
Board Policy 4185 (revision) – Publication of Instructional Materials.....	May 29, 2009
Board Policy 2610, Communication Between Staff and Board	Spring 2009
Board Policy 4186 (new) – Intellectual Property.....	TBA
Board Policy 4190, Academic Freedom.....	Spring 2009
Board Policy 6000 (new) – General Education	TBA
Board Policy – Withdrawal.....	Spring 2009
Mass Communications Recommendation (Kelly)	Spring 2009
Setting Up Email Accounts (Sherman)	TBA
Email Usage and Online Grade Submissions (Novotny/Sherman).....	Spring 2009
Principles and Strategies for Budget Augmentation/Recovery.....	Spring 2009
District Educational Master Plan, Critical Success Factors.....	Spring 2009
Statewide Basic Skills Initiative Update.....	Spring 2009
Measure C	TBA
Closeout of Measure E	TBA
Staffing Study.....	TBA