

CHANCELLOR'S ADVISORY COUNCIL SUMMARY MAY 30, 2008

Present

Antinea Chair/ASFC, Wayne Chenoweth, Leo Contreras, Andy Dunn, Al Guevara, Rich Hansen, Carolyn Holcroft-Burns, Scottie McDaniel (for Varela), Judy Miner, Dorene Novotny, Linda Robinson (for Franco), Fred Sherman

Others

Charles Allen, Marsha Kelly, Jon O'Bergh, Charlotte Thunen

I. CHECK-IN / BURNING ISSUES

Miner noted that she would be chairing the meeting in Kanter's absence. Following up on a discussion of mass communication from the previous meeting, Chair expressed concern that an individual whose behavior prompted a mass alert would also receive a mass communication message giving detailed information that could be misused. Sherman said that the information disseminated would not be anything the perpetrator could misuse. Kelly added that the kind of information that is disseminated would be tailored to the nature of the emergency.

II. SUMMARY OF PREVIOUS MEETING

The summary of the May 16, 2008 meeting was approved.

III. REPORTS FROM SUBCOMMITTEES

Budget Committee. Dunn reported that the Budget Committee discussed the Governor's May Revise and its impact on the tentative budget. Guevara requested to see a copy of what Dunn plans to present to the Board on June 2. Miner reminded everyone to ensure that constituency representatives on other committees are sharing information from those meetings. Hansen asked about state budget cuts for categorical funds, and Dunn said he was not certain how each college would respond. Miner added that Foothill is looking at funds from other sources that might be available to compensate for those cuts.

Legislative Committee. Miner provided a report regarding the May 20 Capitol Day in Sacramento.

ETAC. Sherman reported that ETAC discussed EIS implementation, hardware/software standards, the wireless project and security procedures. He added that the security procedures are read to move forward through the governance process. Chenoweth asked about the request made at the last meeting for additional faculty and classified representation on the EIS Steering Committee. Sherman explained that, since the committee addressing operational matters as a function of management responsibilities, he decided not to expand the committee into a participatory governance structure. He noted that the committee does include one faculty and one classified representative to ensure that there is transparency in its operation. ETAC will

continue to operate as the primary participatory governance committee related to technology matters.

HRAC. Novotny reported that the committee convened its first meeting and, after revisiting its purpose, concluded that there was a need for the committee to continue. The committee selected its top three priorities: safety issues; following up on the diversity climate survey; and hiring practices. She asked if the Chancellor's Council had any comments or suggestions regarding the choice of priorities. Miner expressed support for reviewing hiring practices, noting the need to train hiring committees on how to evaluate interviews and come to a decision on which candidates to recommend to the college presidents.

IV. BOARD POLICY 3214 (ENVIRONMENTALLY SUSTAINABLE PRACTICES) AND AP 3214; BP 3220 (ENERGY CONSERVATION)

Allen reviewed how the policy is intended to outline the Board's commitment to sustainable practices, the administrative procedures set broad long-range goals to implement the policy, and the college and District plans provide details for carrying out annual objectives toward the long-range goals. Responding to a question from Contreras, Allen explained that the state Chancellor's Office established the baseline as 2001-02. Thunen questioned why an older baseline was adopted rather than something more current and progressive. She added that the Foothill Sustainability Committee would like to be able to quantify and measure progress annually, and will work through the colleges and District to influence the annual plans.

Hansen pointed out that the second bullet in the policy is unclear. After discussing the intent, it was clarified that there should be two separate bullets: one regarding the utilization of the District's purchasing power to influence the marketplace, and the other to buy green products that are packaged in an environmentally sustainable manner. Allen will revise the policy accordingly.

Contreras pointed out language in BP 3220 that actively involves classified staff, faculty and students. Hansen expressed support for incorporating such language into BP 3214. It was agreed to add the following to the last bullet of the policy: "Involve the active participation of administration, faculty, classified staff and students." It was clarified that the campus Sustainability Committees are responsible for formulating the annual goals. Allen said that a similar participatory governance committee for Central Services, patterned after the structure of the campus committees, will be established.

Allen agreed to bring back the administrative procedures for further discussion to refine the benchmarks and anything else that the Council wishes to amend. That discussion will occur at a time when faculty are able to participate in the discussion.

It was agreed to recommend to the Board the deletion of BP 3220 and the approval of BP 3214 with the two changes noted above.

V. BOARD POLICY 3225 (ACCESS CONTROL POLICY) AND AP 3225

Chair reported that ASFC supported the use of electronic keys but had concerns about the capability to unlock doors from a central location. Kelly explained that those concerns could be

addressed in the technical aspects of the capability, but in any event it was only an idea and are no immediate plans to implement that capability.

The Council endorsed AP 3225 and agreed to recommend to the Board the approval of BP 3225.

VI. BOARD POLICY 5001 (ENROLLMENT PRIORITIES)

Hansen was uncertain about the meaning of “a priority system established by the District.” Addressing his question, Miner discussed how the current college practices are in effect until that time that the chancellor establishes procedures that supercede them. Hansen then suggested one change in the sentence to read: “The Chancellor shall ensure that procedures defining enrollment priorities, limitations, and processes for student challenge comply with Title 5 regulations.”

While the De Anza Academic Senate was in support of the policy, the Foothill Academic Senate had not yet had the opportunity to review it, so the Council postponed making a recommendation. Holcroft-Burns said the Senate would discuss the policy at its June 2 meeting.

VII. BOARD POLICY 5600 (STUDENT EQUITY)

Miner presented the proposed policy for discussion. While the De Anza Academic Senate was in support of the policy, the Foothill Academic Senate had not yet had the opportunity to review it, so the Council postponed making a recommendation. Holcroft-Burns said the Senate would discuss the policy at its June 2 meeting.

VIII. BP 6124 (COURSE REPETITION) AND AP 6124

Miner presented the proposed policy for discussion. While the De Anza Academic Senate was in support of the policy and administrative procedures, the Foothill Academic Senate had not yet had the opportunity to review them, so the Council postponed making a recommendation. Holcroft-Burns said the Senate would discuss both at its June 2 meeting.

Miner noted that there is a college procedure for students to petition to repeat a course a third time for which they have achieved only substandard academic work, and in such cases the college does not claim their attendance for apportionment purposes. It was noted that the “FW” grade is not used at either college. There was a discussion of the “W” grade and whether students should be referred to counseling earlier than the fifth time they enroll in a course. Although in many cases the Early Alert system would allow early intervention, Hansen suggested that the administrative procedures make this more explicit. Miner proposed that the Academic Senates discuss the matter and recommend additional language if desired. She noted that the new Educational Information System will provide a better resource for tracking repeated withdrawals. Lastly, Robinson asked about the proviso that previous grades and credits may be disregarded in computing GPA. Miner explained that some institutions do not discount the earlier grades and credit for repeated courses in a student’s transcript.

IX. WRAP-UP

BP 4185 – Publication of Instructional Materials. Hansen provided an update regarding Board Policy 4185, noting that the matter is subject to negotiations and will be discussed in that venue before moving forward.

X. WRAP UP / QUICK NEWS**CALENDAR OF PENDING ITEMS 2007-08**

Board Policy 9110.1 (Student Trustees) and AP 9110.1	Spring/Summer 2008
Board Policy 2610, Communication Between Staff and Board	Spring 2008
Board Policy 3214 and AP 3214 – Environmentally Sustainable Practices.....	June 13, 2008
Board Policy 4185 (revision) – Publication of Instructional Materials.....	TBA
Board Policy 4186 (new) – Intellectual Property.....	TBA
Board Policy 4190, Academic Freedom	Spring 2008
Board Policy 5001 (new) – Enrollment Priorities.....	June 13, 2008
Board Policy 5562 (new) – Associated Student Elections	TBA
Board Policy 5600 (new) – Student Equity	June 13, 2008
Board Policy 6000 (new) – General Education	TBA
Board Policy 6124 (new) – Course Repetition	June 13, 2008
Mass Communications Recommendation (Kelly)	Spring 2008
Setting Up Email Accounts (Sherman)	TBA
Email Usage and Online Grade Submissions (Novotny/Sherman).....	Spring 2008
Planning for Smart Enrollment Growth – temporary title (Starer)	TBA
Principles and Strategies for Budget Augmentation/Recovery.....	Spring 2008
District Educational Master Plan, Critical Success Factors.....	Spring 2008
Statewide Basic Skills Initiative Update.....	Spring 2008
Security Policy (Sherman)	TBA
Measure C	TBA
Closeout of Measure E	TBA
Staffing Study.....	TBA
Non-Resident Tuition	January 2009 (annual)