

CHANCELLOR'S ADVISORY COUNCIL SUMMARY JUNE 13, 2008

Present

Bob Barr (for Sherman), Antinea Chair/ASFC, Wayne Chenoweth, Leo Contreras, Andy Dunn, Stephanie Franco, Art Hand (for Rueda), Rich Hansen, Carolyn Holcroft-Burns, Barbara Illowsky, Rob Johnstone, Martha Kanter, Judy Miner, Brian Murphy, Dorene Novotny, Olivia Patlan, Martin Varela

Others

Jon O'Bergh

I. CHECK-IN / BURNING ISSUES

Illowsky reported receiving a letter from State Chancellor Woodruff congratulating her and Johnstone on how well the Basic Skills Initiative meetings are going.

II. SUMMARY OF PREVIOUS MEETING

The summary of the May 30, 2008 meeting was approved with one correction.

III. REPORTS FROM SUBCOMMITTEES

Budget Committee. Dunn reported that the Tentative Budget will be presented to the Board for approval on June 16. The colleges and Central Services are considering one-time solutions to address the \$1.5 million deficit projected in the Tentative Budget. Dunn discussed developments in the legislature regarding the state budget. He also distributed and reviewed a budget overview presented to the Board at its June 2 meeting, which led into a discussion of float and carryover funds. Dunn clarified that such unspent funds are not applied against the ending balance since the colleges and Central Services have allocated those funds for various priorities, including the possible use of those funds to address the budget shortfall. Kanter said she would propose three tentative dates for the Chancellor's Advisory Council to meet during the summer, to be held only if an important issue arises related to the state budget.

Legislative Committee. Kanter reported that the Legislative Committee's work is completed for this academic year and the Committee will resume meeting in the fall. The District continues to focus its advocacy efforts on the state legislature. She encouraged Council members to recommend representatives for the Legislative Committee in the fall.

ETAC. Barr, representing Fred Sherman, said he did not have any news to report.

HRAC. Novotny reported that HRAC had identified the top three priorities for 2008-09: safety (including ergonomics), diversity climate and hiring practices. She noted that conflict resolution training will resume in the coming year, and HRAC will be collecting data on best

practices for employee retention in order to make recommendations to the Chancellor's Advisory Council.

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

Kanter reviewed the proposed changes that were made in response to discussion at the last meeting and at the Board meeting. She noted that pesticide management will be reviewed by Charles Allen and Mona Voss with campus consultation in the fall and a determination made as to where in the policies and/or procedures it would be best to address the issue. She also noted that work on the administrative procedures will continue in the fall, and any refinements to the policy can be addressed at that time as well. Hansen made several suggestions to strengthen the grouping and wording of the bullet points in BP 3214.

The Council supported the changes to Board Policy 3214, including Hansen's suggestions to re-group the bullets more coherently, combine the last two bullets, and clarify the expected outcome for the bullets referring to recycling. [The Council supported the deletion of Board Policy 3220 at the meeting of May 30, 2008, as reflected in that meeting summary.]

V. BOARD POLICY 5001 (ENROLLMENT PRIORITIES)

Miner pointed out that the version in the agenda packet did not reflect the changes to which the Council agreed at the last meeting, adding that the version in the Board agenda packet is correct. Hansen suggested replacing "any priority system" with "the priority system."

The Council supported Board Policy 5001 with the changes as noted.

VI. BOARD POLICY 5600 (STUDENT EQUITY)

The Council supported Board Policy 5600.

VII. BP 6124 (COURSE REPETITION) AND AP 6124

Johnstone discussed how new regulations will impact the interaction between the course repetition policy and the withdrawal policy that is currently being developed. It may be necessary to revisit BP 6124 in the coming year. Chair expressed a concern that students are not aware of matters such as course repetition limits. She suggested a variety of methods to inform students, such as programming a pop-up window that could alert students during online registration, placing a hold on registration for the course until the student sees a counselor, or email notification. Hansen suggesting adding "The chancellor shall ensure that" to the beginning of the second sentence.

The Counsel supported Board Policy 6124 with the suggested change.

VIII. CAC SCHEDULE FOR 2008-09

Kanter noted the proposed schedule of meetings for 2008-09.

IX. DISCUSSION OF 2007-08 ACCOMPLISHMENTS AND 2008-09 GOALS

Kanter asked each of the Council members to share their 2007-08 accomplishments and goals for 2008-09.

	Accomplishments 2007-08	Goals 2008-09
Chair (ASFC)	Wireless roll-out	Address textbook prices Communication Parking permit prices
Novotny (Human Resources)	Successfully concluded negotiations	Transition to new EIS Address how we use our HR resources
Franco (Foothill Classified Senate)	Senate office	Increasing classified participation on governance committees
Hansen (Faculty Association)	Raised awareness of community college issues via Prop. 92 campaign New FA Agreement Set aside funds for post-1997 retiree benefits	Make progress on retiree medical benefits for faculty hired after July 1997
Illowsky (District Academic Senate)	Campus consistency with replacement scoring Improved consistency in coding Basic Skills courses Improved collegiality between academic senates and FA	
Varela (Central Services Classified Senate)	Improved communication with Central Services staff	Address how the decision regarding Foothill's off-campus site affects District office
Contreras (CSEA)	Increased rate of membership Renewed chapter newsletter Worked with CSEA to assist members with acquiring citizenship	Re-establish collaborate employer/employee relations
Barr (ETS)	Wireless roll-out EIS selection and purchase Hired new network security engineer Replacement for MAUI	
Hand (SEIU)	Successfully concluded wage and salary re-opener	Conclude negotiations this year on new Agreement Address post-1997 retiree benefits
Johnstone (AMA)		Balancing department workloads during EIS implementation

	Accomplishments 2007-08	Goals 2008-09
Murphy (De Anza)	Increased on-campus enrollment Campuswide commitment to retention, especially for underrepresented populations	Sustain the success of outreach and retention
Patlan (De Anza Classified Senate)	Achieved a full slate of senators Participated on college strategic planning teams Sponsored leadership workshop Sponsored Heart Walk and Relay for Life	Maintain level of participation in participatory governance
Chenoweth (De Anza Academic Senate)	Established instructional materials policy and addressed textbook costs Surveyed faculty regarding changing the calendar Established core competencies for student learning outcomes	Work toward changing the calendar Integrate core competencies into the curriculum during G.E. review Get more faculty involved in participatory governance
Holcroft-Burns (Foothill Academic Senate)	Established instructional materials policy and addressed textbook costs Successfully hammered out 4 of 7 G.E. areas Worked with classified staff to improve level of participation in governance Held Convocation for Student Learning Outcomes Worked on Basic Skills Initiative	Hammer out remaining 3 G.E. areas Hold quarterly Convocations for Student Learning Outcomes
Miner (Foothill)	Celebrated 50 th Anniversary Opened new buildings Hired new, diverse employees	Examine operation of governance committees Think differently about how to structure budget to best serve students
Dunn (Business Services)	Successfully completed Measure C litigation	
Kanter (District)	Hiring quality of faculty, staff and administrators Set up a strong Citizens' Bond Oversight Committee Senior team in place Concluded Measure C litigation	Strategic planning Closing the achievement gap Measure C and EIS implementation

Kanter thanked everyone for serving on the Chancellor's Advisory Council during the past year and presented constituency group leaders with an award of appreciation.

CALENDAR OF PENDING ITEMS 2007-08

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