

CHANCELLOR'S ADVISORY COUNCIL SUMMARY OCTOBER 10, 2008

Present

Steven Anderson/ASFC, Anne Argyriou, Maureen Chenoweth, Leo Contreras, Dolores Davison, Andy Dunn, Christina Espinosa-Pieb (for Murphy), Al Guevara, Meredith Heiser (for Hansen), Martha Kanter, Judy Miner, Jeri Montgomery, Dorene Novotny, Javier Rueda, Fred Sherman, Martin Varela, Yujin Yoshimura/DASB

Others

Charles Allen, Patrick Ahrens, Yuka Hayashibara/DASB, Esha Menon/DASB, Jon O'Bergh, Lucy Rodriguez

I. INTRODUCTIONS

Everyone introduced themselves.

II. CHECK-IN / BURNING ISSUES

Kanter said she had just learned that California's first lady Maria Shriver is arranging with community colleges to virtually host The Women's Conference on October 22.

III. CAC CHARGE AND GROUND RULES

Kanter reviewed the role and ground rules of the Chancellor's Advisory Council (CAC). Novotny reminded each member of the responsibility to inform their constituents about the issues discussed at CAC meetings. It was pointed out that the president of the newly formed Operating Engineers union, which represents police officers, should be added to the CAC membership.

IV. SUMMARY OF PREVIOUS MEETING

Heiser requested one change regarding the discussion of goals and accomplishments. The summary of the May 30, 2008 meeting was approved with that correction.

V. REPORTS FROM SUBCOMMITTEES

Budget Committee. Dunn reported that the Budget Committee had not yet met. He distributed and reviewed the budget information presented to the Board on October 6. He said he expects further state budget shortfalls that will likely result in a deficit factor, and pointed out that a \$1.5 million deficit factor has been built into the District's 2008-09 budget. Kanter noted that a budget update message from Dunn was emailed to all faculty and staff at the start of the quarter. Miner reviewed the steps that Foothill is taking to reduce spending and guard against further state budget cuts. Kanter noted that health benefits were budgeted to increase by 9%, but the

District is working to stabilize those cost by encouraging employee wellness and health awareness. Dunn discussed the District's investments in light of the stock market volatility and said that a report would be given to the Board on October 20.

Legislative Committee. Kanter reported that the Legislative Committee would commence its monthly meetings later in the month and invited anyone who is interested to join the Committee. The schedule of meetings and list of last year's members (who are welcome to continue to participate) will be emailed to each CAC member. Kanter reported that the governor signed the Early College Commitment Program bill (SB 890), and she will be asking the academic senates to look at the bill and its impact for the District. She also reported that the governor signed the Open Educational Resources bill (AB 2261) which recognizes Foothill-De Anza as a statewide resource in the effort to encourage more use of open textbooks.

ETAC. Sherman reported that ETAC had not yet held its first meeting. He noted that ETAC had developed a draft Information Security Policy and Procedure last year and distributed a copy for discussion at the next CAC meeting. He reported that ETS has placed a hold on further changes to the current "legacy" information system in order that the new Educational Information System (EIS) can be implemented over the next three years. A core committee will evaluate any requests to determine if an exception is needed due to one of three factors: the request is critical due to no reasonable workaround solution; the request fixes a mission-critical function; or the request accommodates regulatory changes. Lastly, he distributed a progress report on the EIS implementation and provided a quick update.

HRAC. Novotny reported that HRAC had not yet met.

VI. PENDING BOARD POLICY AND ADMINISTRATIVE PROCEDURE ITEMS

Kanter pointed out the revised and new policies and procedures approved during the past year and the list of items being addressed for the current year, including AP 3214 (Environmentally Sound Practices).

VII. DRAFT LANGUAGE ON THE SELECTION OF TEXTBOOKS AND LEARNING MATERIALS

Kanter explained how she and Novotny drafted the proposed language, which incorporates Statewide Academic Senate language, and noted previous challenges in discussing revisions to Board Policy 4815. Miner asked whether the adoption of a Board values statement in the context of an unchanged Board Policy 4185 would alter current administrative or enforcement practices, and Kanter responded that it would not.

Heiser said that the Faculty Association was surprised to see the draft language since they had understood that progress was being made with a revised draft of Board Policy 4185 dated June 11. She added that the Faculty Association believes a Board values statement would require enforcement action, contrary to what Kanter said. Davison reported a concern of the Foothill Academic Senate that the Board would be adopting a resolution or values statement regarding something pedagogical that is under the purview of faculty. Argyriou reported that the De Anza Academic Senate had likewise expressed concern, and suggested more time is needed before language is brought to the Board for consideration.

Yoshimura reported that DASB supports the draft textbook language but is concerned that faculty keep changing textbooks. Davison pointed out existing Board policy which recommends that textbooks are not changed more frequently than every two years and are not older than five years. Kanter noted that there have been some exceptions previously. She said she would bring back the issue of textbook selection language for further discussion at the next meeting and would postpone the Board discussion until November 3.

VIII. TRUSTEE SELECTION PROCESS

Kanter reviewed the process approved by the Board for filling an anticipated vacancy on the Board as a result of the November election. She explained that the Board would like the participatory governance groups to develop some questions for the interview of candidates, which will be conducted by the Board on December 8. She requested CAC members to bring ideas for questions to discuss at the next meeting.

IX. WRAP-UP

Kanter pointed out the Achieve report included with the agenda. Sherman noted that the District is working on a mass communication system for use during emergencies and crises. Guevara asked whether a voice broadcast system will be part of the system. Sherman responded that it is planned for the long-term, but cannot be implemented with the existing phone system.

CALENDAR OF PENDING ITEMS 2008-09

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| Board Policy – Security (Sherman)..... | October 31, 2008 |
| Questions for Trustee Appointment Process..... | October 31, 2008 |
| 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 |
| 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) |