

CHANCELLOR'S ADVISORY COUNCIL SUMMARY OCTOBER 31, 2008

Present

Anne Argyriou, Judy Baker (for Miner), Leo Contreras, Dolores Davison, Robert Griffin (for Murphy), Al Guevara, Rich Hansen, Martha Kanter, Jeri Montgomery, Leif Nelson, Javier Rueda, Fred Sherman, Bernata Slater (for Dunn), Martin Varela

Others

Bob Barr, Jon O'Bergh

I. CHECK-IN / BURNING ISSUES

The Council welcomed new member Leif Nelson, who represents Operating Engineers Local Union No. 3. There was a brief discussion about traffic patterns on the Foothill Loop Road, and Hansen mentioned speeding cars emerging from the freeway offramp onto campus. Nelson said the college and campus police are already looking into the matter.

II. SUMMARY OF PREVIOUS MEETING

The summary of the October 10, 2008 meeting was approved.

III. REPORTS FROM SUBCOMMITTEES

Budget Committee. Kanter referenced a State Chancellor's Office advisory to all colleges about zero unit classes, which may impact some enrollment revenue. Davison reported that the Statewide Academic Senate is recommending to the State Chancellor's Office that this issue not be pursued. Slater reviewed highlights from the First Quarter Report. The estimated \$7.5 million deficit is expected to be offset by one-time savings. Slater reported that the state budget is worse than projected and will likely result in mid-year cuts. Kanter suggested that CAC can help advise how to address this situation in a balanced way.

Legislative Committee. Kanter announced that the first meeting of the Legislative Committee was postponed to mid-November. She announced that the governor signed AB 2261, the Open Educational Resources (OER) bill that recognizes Foothill-De Anza as a statewide resource and leader in the OER movement. She said the main focus statewide this year is expected to be to protect base apportionment. She added that one out of every four community college students statewide is being served without funding from the state. She reported that the State Chancellor's Office will be recommending to the Board of Governors that the full-time faculty obligation be waived this year in light of the budget situation, but that will likely be a small difference for Foothill-De Anza since the District's number of full-time faculty is just a few faculty above the obligation number.

ETAC. Sherman reported that ETAC met and discussed hardware and software standards (available on the ETS website), the network architecture study (which has been completed), EIS

implementation, the replacement of MAUI with Hyperion, an information security audit to identify security weaknesses, and the moratorium on changes to the legacy information system. He noted that the network is scheduled to be replaced in 2009, which may create minor disruptions. He reported that ETAC also discussed disaster recovery, and a study will be done soon to find a remote "co-location" site. The site is expected to be operational by June 2009. He distributed an EIS progress report, noting that the project is on schedule. Lastly, he reported that ETAC supported adding a member to represent SEIU classified staff.

Davison expressed concern about changes to the portal that may be made next year in light of word that Foothill faculty will be required to submit grades online starting in Winter quarter. Hansen said FA was assured there will be a lengthy transition period for implementing online submission of grades, so faculty should not be required to make this change next quarter. It was decided that the issue needs to be addressed at the college level.

HRAC. Kanter reported that the Human Resources department was holding a staff retreat so Novotny was not able to be present. She noted that HRAC had not met but is scheduled to meet on November 7.

IV. DISTRICT STRATEGIC PLANNING

Barr reviewed the strategic planning process and timeline. Kanter said she hopes the District and colleges will have new Master Plans in place by 2009-10, which will lay the groundwork for the college self studies in 2010-11 in advance of the 2011-12 accreditation visits. There was a discussion of how the colleges and District could best work together to develop plans simultaneously while ensuring that the plans are aligned. Hansen proposed that CAC act as a central body where the work that is going on at the colleges and District is aired so there can be feedback to ensure a common understanding of terms. He emphasized that this should not be construed as an attempt to direct or control the colleges as they develop their Master Plans. There was some agreement that this represented a useful role for CAC in the strategic planning process.

It was agreed that CAC meetings through Winter quarter will start earlier to allow time for strategic planning discussions. The November 21 meeting will start at 1:00 p.m. A revised schedule with new starting times will be issued. The definitions used for the current Master Plan will be shared at the next meeting. Griffin will provide Sherman with descriptive information regarding what are widely considered to be the standard components (definition of terms) for strategic planning efforts (e.g., what is a "vision statement"?).

V. ELECTRONIC INFORMATION SECURITY – BOARD POLICY AND ADMINISTRATIVE PROCEDURE

The draft policy and procedure were presented for discussion. No changes were proposed. The policy and procedure will be scheduled for action at the next CAC meeting and will be provided to the Board for a first reading on December 1.

VI. DRAFT STATEMENT OF BOARD VALUES REGARDING SELECTION OF TEXTBOOKS AND LEARNING MATERIALS

Kanter presented the information prepared for the November 3 Board meeting. She noted that negotiations on Board Policy 4185 are taking place. Davison and Argyriou noted that a Joint Academic Senate committee is being formed to draft a different statement of values for the Board's consideration since textbook selection is an area of faculty primacy.

VII. QUESTIONS FOR TRUSTEE APPOINTMENT PROCESS

Rueda and Davison suggested removing the phrase "from your past experience on boards" from the question on integrity/ethics. CAC members expressed support for the question as amended. There was support to include an interview question on collective bargaining in addition to the written question on collective bargaining, although Hansen questioned the wisdom of posing the question in the public interview setting. Montgomery wondered whether the phrase "in tough fiscal times" is too limiting in the question on experience/expertise; Kanter suggested making it a two-part question. There was agreement to include a question about participatory governance and the decision-making process in a community college environment. Kanter asked CAC members to send her examples. CAC members also expressed interest in seeing all of the applications.

CALENDAR OF PENDING ITEMS 2008-09

District Strategic Planning	November 21, 2008
Board Policy – Security (Sherman).....	November 21, 2008
Questions for Trustee Appointment Process.....	November 21, 2008
AP 9110.1 (Student Trustees)	November 21, 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)