

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
Office of the Chancellor

**CHANCELLOR'S ADVISORY COUNCIL
SUMMARY
January 28, 2011**

Present

Linda Thor, Dawn Allshouse, Gregory Anderson, Leo Contreras, Gigi Gallagher, Ze-Kun Li, Virginia Marquez, Kevin McElroy, Rob Mieso, Judy Miner, Blanche Monary, Fred Sherman, Gustavo Okamura, Dorene Novotny, Jackie Reza, Fred Sherman

Others

Robert Cormia (for Dolores Davison), Faith Milonas (for Rich Hansen), Christina Espinosa-Pieb (for Brian Murphy) Andrew LaManque, Donna Toyohara

I. Approval of 12/10/10 Meeting Summary

The December 10, 2010 meeting summary was approved.

II. Board Policies Requiring Revisions

BP 4195 Political Activity

This policy was approved as submitted and will be presented to the Board on February 7, 2011.

BP 9120 Officers of the Board

This policy was approved as submitted and will be presented to the Board on February 7, 2011.

Board Policies – New

BP 3315 Emergency Response Plan

This policy was first presented on December 10, 2010. The committee reviewed the incorporated changes and further revisions were made.

Administrative Procedure – New

AP 3200 Distribution of Tickets or Passes

This Administrative Procedure was first presented on December 10, 2010. At that time the committee requested additional information regarding the acceptance and distribution of tickets. After discussion and review of the Fair Political Practices Commission guidelines, the committee approved the procedure.

III. Proposed Increase to One-Day Parking Permit Fees

The student body presidents reported that they have discussed the proposal to increase the fee for one-day parking permits and the new parking machines with their constituencies. Although not in favor of a fee increase, all agreed that the increase in the one-day parking permits is necessary. ASFC President Okamura said Foothill would be distributing an information leaflet with the new parking machine and fee information. Vice Chancellor McElroy will be moving forward on this project.

IV. De-Commission of District Research Advisory Committee (DRAC) and Legislative Committee

Part of preparing for accreditation includes updating information on the district's website. The District Research Advisory Committee (DRAC) and Legislative Committee appear in the governance structure chart under Participatory Governance. Both committees have been inactive for several years. The DRAC has never had a formally adopted charge and has been dormant for at least 5 years, and since that time research projects have been coordinated at the colleges. At Chancellor Thor's recommendation the CAC agreed to de-commission this committee.

Last year the board was presented with and adopted a list of legislative priorities for the district that were recommended by the American Association of Community Colleges and the CCLC. The legislative issues that have arisen during that time have been on the board's legislative priorities and have been able to be addressed without going through a legislative committee.

At Chancellor Thor's recommendation the committee agreed that the Legislative Committee is no longer needed. The Chancellor's Advisory Council will act as the advisory body should legislative issues arise that are not addressed on the board's legislative priorities list.

V. Budget Update

Kevin McElroy gave a brief overview of the latest budget information from the chancellor's office in Sacramento and the impact it will have on Foothill-De Anza. McElroy said the district's estimates will be based on the most reliable information available.

Several scenarios that range in reductions anywhere from \$10.5 - \$17M were reviewed based on assumptions provided by the CCLC district budget worksheet. With the built in deficit factor and one-time dollars that were set aside for deferment, McElroy expects to end the 10/11 year with a balanced budget and some reserves. Between a reduction in the district's base due to a loss in FTES and the normal increase in operating expenses, McElroy estimates we will begin the 11/12 year out of balance by about (\$5,133,437). Estimates for additional scenarios were based on assumptions provided by the CCLC worksheet.

Robert Cormia questioned if there were a 10% workload reduction, would we lose our basic skills students, thus increasing the achievement gap rather than closing it. McElroy

said that the impact would really be in years following 11/12, when the number of people in California who do not have the level of education and training necessary to further the economy will be increased. Thor said that the district would continue to give priority to basic skills, transfer, and career and technical education. Miner and Espinosa-Pieb concurred that the colleges would do all they can to preserve the basic skills courses. McElroy encouraged everyone to attend at least one of the upcoming town hall/budget update sessions that would be held on the campuses and district office.

In response to Faith Milonas' question regarding justification of a new site the district is considering, Miner said that the district does received \$1 million for having a center. Also, we are planning for the future when funding for increased FTES is restored. Miner sees this as a long-time vision for the district.

VI. Technology Project Prioritization

In preparation for accreditation the district has been working to update its technology plan, which includes a list of prioritized technology projects. Sherman proposed that the district adopt a process to routinely review and rank new technology projects so that the prioritized list can be kept up to date.

The proposed process involves the campuses in a more disciplined approach to project prioritization. When a department submits a project it will be reviewed and evaluated by ETS. The evaluation and request will then be sent back to the college's designated group (technology task force) that will act as a clearinghouse and review authority of all college projects. The task force will prioritize them into a single college list. The colleges' lists will be merged and re-prioritized by a committee consisting of senior staff representatives from each campus and the district.

One of the desired outcomes from this process is transparency so everyone understands the process and the status of each project. A second desired outcome is consensus (or acceptance) on the outcomes of the process. Sherman welcomes suggestions and is working with ETAC and the Technology Task Force to fine tune the process.

Sherman distributed a list of projects prioritized by project size and criticality. He anticipates the list will be reviewed quarterly for additions and scheduling adjustments.

VII. Accreditation Self-Study Update

Miner reported that Foothill's drafts have been reviewed and sent back to the committees for final editing and refinement. Miner thanked the central services staff for their work on the functional mapping and Thor for her contribution to the section on governance.

Espinosa-Pieb reported that editorial checks are being made. They are updating their websites and will be meeting next on February 11.

Other Items

Gustavo Okamura reported that the ASFC finance group has extended their deadline for receiving requests for funds to January 31. They are also organizing the March on March will

take place March 14. They are targeting participation of 1,000 students. Lastly, the ASFC students are working to get more food vendors on campus.

Ze-KunLi reported on Anaruth Hernandez had a successful trip to Washington, D.C., where she advocated for passage of the Dream Act. Li also reported that Zim ride will be available to students beginning in early spring. He extended an invitation to all to participate in the Walk-in on February 9 from 10:30 a.m. – 3:00 p.m.

Gregory Anderson relayed thanks and gratitude from Anaruth for contributing to the success of her trip to Washington. Anderson announced that De Anza has been selected to be 1 of 4 colleges in California to participate in a pilot workshop, “Welcome Home: The Voice of Our Returning Veterans” on February 10 or 11. If successful, it will be instituted in all 109 California community colleges.

Christina Espinosa-Pieb announced an opening reception from 5:00-7:00 this evening, 1/28, at the California History Center for the exhibition, “Detained at Liberty’s Door: The Story of Liberty Lost on Angel Island, and a Legacy Regained”.

Chancellor Thor adjourned the meeting at 3:00 p.m.