



**Wednesday, August 25, 2010**

**Board of Directors Meeting  
5:00 – 6:15 pm  
District Board Room**

**Board Present:** Agbayani, Barram, Greif, Klinke, Korol, Kung, Manwani-Bhagat, McKenna, Midlock, Miner, Murphy, Neiman, Smithwick, Swift, Thor, Torgersen

**Board Absent:** Adams, Casas-Frier, Levy

**Staff Present:** Dirking, Lyssenko, Woodworth

**Guest:** Susan Carsen of Carsen Consulting, Chuck Berghoff, Gay Krause, Ben Dubin

### **Minutes**

#### **Welcome & Introductions**

McKenna acknowledged Manwani-Bhagat for her outstanding service as President and on behalf of the Board, presented her with an orchid.

McKenna reminded the Board of her email that included the draft committee lists and asked that everyone review the committees and inform her if they would like to be removed or added to a committee. McKenna will be following up with board members. McKenna would like to see the committees do their work in between the scheduled board meetings and suggested that the Board go back to meeting every other month starting in January 2011. A revised calendar will be sent out with the new dates for members.

McKenna is asking each committee to meet (Finance, Board Development and Executive), review its policy and procedures, make any necessary changes and develop an annual work plan to present to the Board in the next few months. Staff will work with each committee in helping them to reach these goals.

#### **Consent Agenda**

Minutes for June approved.

#### **Board Development Report**

Torgersen gave the report in Levy's absence.

#### **Action Items:**

- Election of Ben Dubin  
*Dubin, who has previously served on the board for a full two-terms, has spent his year off continuing to serve on the Finance Committee.*  
*Torgersen Moved, Korol seconded, unanimously approved.*

## **Finance Committee Report**

- Agbayani reported the Finance Committee is almost finished revising the Investment Policy in consultation with our investment advisors. Next step will be to look at the current investments and make sure they are aligned with the policy.
- The Finance Committee unanimously approved a motion to pay the 2<sup>nd</sup> \$75K installment of the \$150K loan approved at the last meeting for the Citizens for Foothill De Anza.
- Agbayani gave handed out the June and July dashboards. The Foundation raised \$3.9 million as June 30, 2010. \$281K was raised in July.

## **Chancellor's Report**

- Thor reported the Board of Trustees decided to place the Parcel Tax measure, now named 'Measure E' on the November ballot. With about 100,000 parcels in the district, if approved, Measure E is expected to bring in \$6.9 million annually for 6 years.
- Thor introduced the new Vice Chancellor, Kevin McElroy. Kevin is was the vice president of administrative services for Coastline Community College, a position he held for 21 years. McElroy said he attended the Foundation's Finance Committee that afternoon and has had experience with foundations at Coastline.
- Thor reported that according to Chronicle of Higher Education, Foothill-De Anza Foundation is #10 out of the top 30 nationwide community college endowments with \$13 million (according to FY09 numbers).
- Thor asked Murphy to report on the Foundation's Executive Director search. Murphy explained the search committee started with more than 40 applicants and they narrowed it down to eight to interview, out of those, four were offered other positions before the committee could even interview them. Out of the remaining four interviewed, two were selected to forward to Chancellor Thor. Unfortunately, the final two candidates also withdrew – one accepted another position out of state and the other was unable to relocate to the Bay Area.
- The position will be re-advertised for four weeks at which point the search committee will reconvene to begin the process once more. Thor mentioned that she and Murphy will look into possibly obtaining the services of a search firm. Lyssenko's contract as interim Executive Director was extended thru 12/31/10 to accommodate the continued search.

## **Board Assessment**

- Susan Carsen presented her summary from the two surveys the Board was requested to complete.
- Initially she had planned to do both internal and external interviews, but after reviewing the materials presented by staff and doing internal interviews with the staff, the college presidents and the chancellor, Carsen felt that it would be better to defer external interviews.
- Carsen will work with the campus leadership to develop a clear vision and then work with the Board in enlisting new board members that have a passion for that vision.
- In the absence of an Executive Director, Carsen will work with the two Associate Directors on their fundraising strategies and the Study group will continue to meet and will coordinate with those strategies when appropriate. Carsen is hopeful that with this work, the Board will come away with a major gift initiative.
- Carsen briefly reported on the board profile, mentioning the obvious, we need more diversity, possibly younger range and a more balanced female/male ratio.

## **President's Report**

## **De Anza**

- Murphy announced that 6 Puente students received scholarships to attend a De Anza class that sends students to Ashland, Oregon for the Shakespeare Festival with some of the Chancellor's Circle funding.
- Fall enrollment will be up, so far 16K students have enrolled, both campuses are trying to accommodate as many students as possible.
- Staff/faculty and students are excited about Measure E and in fact the De Anza students are giving \$10K to the campaign and Foothill students are giving \$50K.
- Murphy is very involved with national community and civic engagement activities.
- Murphy will come back to the board for what his highest funding priorities.

## **Foothill**

- Miner reported that Foothill was having a leadership retreat in early September, which will provide motivation and useful leadership tools to administrators.
- Miner reported she is doing a lot of community outreach explaining why the college has to make tough class scheduling choices (why they can't offer adapted P.E. and instead offer an additional section of English 1A). The community seems to understand and is well receptive to the message.
- Classified staff is doing an excellent job helping the students get used to the new registration system.

## **Commission Report**

### **Foothill Commission:**

- Midlock introduced Foothill Co-Chair, Ray Klinke, who will be serving as the Foothill Commission's Foundation ex-officio for the next year.
- Midlock announced the Gala raised \$94K.
- The Stonebrook reception is still being sold with about 45 or so spots still available at \$75 each. Online reservation information can be found at the Foundation's web page.

### **De Anza Commission:**

- Greif reported that the Night of Magic planning has just begun and encouraged everyone to attend on Saturday, October 23.

*Meeting adjourned at 6:20 pm*

## **NEXT BOARD MEETING:**

**September 22, 2010**

**District Board Room**