

Board meeting of March 7, 2016

SOME HEADLINES

Trustees considered or approved:

- Awarding of tenure to 19 faculty members
- The annual report on Measure C bond spending
- Expansion of online tutoring and a new transfer degree at De Anza
- A proposal for changing district bidding procedures
- Appointments, employment, promotions and retirements

Agenda & backup material: <http://www.boarddocs.com/ca/fhda/Board.nsf/Public>

To access supporting documents for items on the agenda, visit the BoardDocs website using the link above. Under the Meetings tab, click on the meeting of March 7, 2016, then click on "View the Agenda." Supporting documents are included as attachments to the item.

INFORMATION & ACTION ITEMS

Awarding of tenure

After a reception honoring new tenure recipients, the board approved the awarding of tenure to the following individuals – at Foothill, librarian **Micaela Agyare**, history instructor **Stephen Batham**, EMT/paramedic instructor **David Huseman**, child development instructor **Nicole Kerbey**, music technology instructor **Eric Kuehnl**, English instructor **Richard Mills**, and engineering instructor **Sarah Parikh**, and at De Anza, intercultural studies instructor **Ruben Abrica-Carrasco**, journalism instructor **Caecelia Deck**, mathematics instructor **Usha Ganeshalingam**, psychology instructor **Mark Healy**, biology instructor **Simon Kang'a**, English instructor **Amy Leonard**, ceramics instructor **Jonathan Rockford Lewycky**, health technology instructor **Maureen Miramontes**, director of equity, social justice and multicultural education **Veronica Neal**, English instructor **Kim Palmore**, economics instructor **Monika Thomas**, and chemistry instructor **Erik Woodbury**.

Board President **Joan Barram** commented on the rigorous screening and evaluation that faculty experience on the path to tenure. She the board is pleased to have so many high quality instructors on the faculty and commented on their benefit to students.

Re-employment of first-year probationary faculty

Trustees approved the re-employment of the following probationary first-year faculty as probationary second-year faculty – at Foothill, Disability Resource Center instructor **Beth Beiers**, counselor **Tracee Cunningham**, English instructor **Kimberly Escamilla**, psychological counselor **Alexis Donato**, counselor **Evan Gilstrap**, art history instructor **Joy Holland**, counselor **Martiza Jackson Sandoval**, business instructor **Laurence Lew**, business instructor **Natasha Mancuso**, computer science instructor **Bitu Mazloom**,

physical education instructor **Matthew Stanley**, librarian **Pawel Szponar**, computer science instructor **Anand Venkataraman**, and respiratory therapy instructor **Joshua Westling**, and at De Anza, mathematics instructor **Cheryl Balm**, counselor **Umar Douglas**, mathematics instructor **Erik Houser**, English instructor **Jamie Joseph**, mathematics instructor **Amanda Lien**, computer science instructor **Jennifer Parrish**, ESL instructor **Iva Tracey**, Spanish instructor **Kimberly Vinall**, and chemistry instructor **Kanny Wan**.

Re-employment of second-year probationary faculty

The board approved re-employment of the following probationary second-year faculty (Phase II) as probationary third- and fourth-year faculty (Phase III) – at Foothill, English instructor **Benjamin Armerding**, dental hygiene instructor **Patti Chan**, biology instructor **Sara Cooper**, veterinary technology instructor **Lisa Eshman**, counselor **Eleazar “JR” Jimenez**, ESL instructor **David McCormick**, chemistry instructor **Rosa Nguyen**, geography/geospatial technology instructor **Michelle Palma**, chemistry instructor **Amanda Pitts**, psychology instructor **Tiffany Rideaux**, psychology instructor **Nick Tuttle**, counselor **Janet Weber**, and mathematics instructor **Sarah Williams**, and at De Anza, outreach counselor **Erick Aragon**, medical laboratory technologies instructor **Patricia Buchner**, English instructor **Francesca Caparas**, computer science instructor **Manish Goel**, film/television instructor **Milena Grozeva**, psychological counselor **Siew Kuek**, economics instructor **Ninos Malek**, accounting instructor **Keith Mello**, counselor **Jorge Morales**, and nursing instructor **Hannah Nicklas**.

Citizens’ Bond Oversight Committee Annual Report

Citizens’ Bond Oversight Committee Chairman **Dudley G. Andersen** presented the Measure C annual report for 2014-15, which the committee produces to inform the public about how Measure C bond money is being spent. He reviewed some of the major projects that were completed or undertaken during the year, including renovation of the Foothill and De Anza libraries, planning for a new district office building, and construction of a new education center in Sunnyvale. He said the bond-funded improvements are “an indispensable investment in maintaining the resources of Foothill and De Anza.”

Based on independent financial and performance audits, plus its own review of the records throughout the year, he said, the committee determined that bond funds expended in 2014-15 were spent in keeping with the purposes represented to voters in Measure C.

Mr. Andersen thanked his fellow committee members for their service and district staff members for their helpfulness and transparency. Board President **Joan Barram** thanked the committee for the report and its work throughout the year. The report is available at <http://measurec.fhda.edu/AR1415/>

Expansion of online tutoring

To keep up with student demand, the board approved an increase in the number of hours that online tutoring services are available to De Anza students through the Student Success Center. Students’ use of Pearson’s Smarthinking online tutoring service has steadily and substantially increased since 2014.

New transfer degree

Trustees approved a new transfer degree at De Anza for 2016-17, the associate in arts in economics for transfer. Students who complete an associate degree for transfer are guaranteed admission to the California State University system with junior status and receive priority consideration when applying to their local California State University campus.

Substantive change requests

The board approved two substantive change requests for submission to the Accrediting Commission for Community and Junior Colleges. De Anza is seeking full accreditation from ACCJC for 15 degree and 23 certificate programs where 50 percent or more of the coursework can be completed online. Foothill is seeking continued accreditation status for the relocation of its education center from rented space at the Cubberley Community Center in Palo Alto to a new district-owned building in Sunnyvale.

New courses at Foothill and De Anza

For 2016-17, the board approved a new standalone course in beginning poetry writing at De Anza and courses in designing online instruction, creating interactive media for instruction, and evaluating instructional programs at Foothill.

Celebrity Forum

Trustees approved contracts with representatives of **Jay Leno**, **Mitch Albom**, Dr. **Brian Greene**, **George Takei**, and **Fareed Zakaria** for the 2016-17 Celebrity Forum season. Chancellor Judy Miner noted that the speaker series is self-supporting and also has generated funds for Foothill under the management of founder **Dick Henning**.

Second quarter report

Vice Chancellor **Kevin McElroy** said the district reported that enrollments were down by 247 FTES (full-time student equivalents) on the attendance report filed with the state in January. While the drop will not affect state revenues to the district this year, he said, the district may have to adjust its base revenue for next year if enrollment doesn't rebound. He noted that declining non-resident enrollment has been offset by a small increase in non-resident fees. The district is over budget by about \$1 million on salaries and benefits, he said, due primarily to running classes with fewer students in an effort to recapture FTES. The district will cover the gap from year-end budget surplus or the enrollment stimulus fund. Vice Chancellor McElroy said the district expects to end 2015-16 with about \$23 million in its stability fund.

Proposal for change in bidding procedures

Vice Chancellor **Kevin McElroy** briefed the board on the district's plans for taking advantage of a provision in the California Uniform Public Construction Cost Accounting Act allowing it to limit the use of formal bidding to projects exceeding \$175,000. Currently used by more than 42 community college districts, this approach is an alternative to seeking formal bids for all projects of \$15,000 or more, which is the district's current process. Under the new system, the district would maintain a list of qualified contractors by type of work and solicit them to bid informally on jobs between \$45,000 and \$175,000. Projects of less than \$45,000 would be exempt from bidding and would be negotiated instead.

Pam Grey, district director of purchasing services, said the new system would ensure that small to medium sized projects get done in a timely manner while also avoiding unnecessary costs such as having to create detailed bid specifications on simple projects that do not require them. She said the new process would give the district greater flexibility to take into account such as factors as a contractor's safety record and bonding capacity and allow it greater opportunity to work with local contractors on projects under \$45,000. In response to a question from Trustee **Bruce Swenson**, Vice Chancellor McElroy said the district would still generally go with the lowest price on a project and that the new procedure would allow elimination of costly, time-consuming and unnecessary steps.

Electronic locks at De Anza

Trustees approved a \$75,327 change in a contract with Calstate Construction covering the installation of electronic locks and devices to lock down buildings at De Anza, bringing the total cost of the contract to \$1.26 million.

VoIP communications platform

The board approved a two-year contract at a cost of \$2.02 million with AMS.Net, Inc., to replace the district's 15-year-old telephone system with a modern Voice over Internet Protocol platform. In addition to conventional telephone service, the new system will allow instant messaging, one-to-one desktop video conferencing and the receipt of voicemail messages attached to email, among other features. The system also will allow emergency notification in classrooms. Ten vendors submitted proposals and were ranked according to criteria developed by an evaluations committee.

Flint Center parking garage

Trustees approved several contracts related to renovation of the Flint Center parking structure, including construction administration and design of lighting improvements by Noll & Tam Architects and Planners, and inspection services by Quali-Con Enterprises, at an aggregate cost of about \$968,400.

HUMAN RESOURCES REPORT

Administrative appointments

Trustees approved the employment of **Samuel Bliss** as dean of Community Education at De Anza effective June 1 and temporarily rescinded the planned retirement of **Donna Jones Dulin**, associate vice president of College Operations at De Anza.

The board approved the appointment of **Simon Pennington** as acting dean of the Division of Fine Arts, Communication, Kinesiology & Athletics through June 30, and his appointment as interim dean of that division through June 30, 2017. Trustees extended the interim appointment of **Pat Hyland** as the district's interim director of equity and employee relations through June 30, 2017.

Administrator contact renewals

Trustees renewed contracts for one or two years of 87 college and district administrators, though June 30, 2017, or June 30, 2018.

New faculty positions

Trustees ratified 16 new faculty positions at De Anza – in Social Sciences, PSME, Business/Computer Systems, Biological Health & Environmental Sciences, Language Arts and Counseling – and one at Foothill, in Fine Arts.

Faculty employment & assignments

The board approved employment of **Tracey Villanueva** as an EMS/paramedic instructor, effective April 4, and ratified the assignment of counselor **Cleve Freeman** as transfer center director at Foothill.

New classified positions

The board approved the following new positions – at Foothill, EOPS supervisor, and in

Central Services, police sergeant, community services officer, and two police officer I/II positions.

Classified employment

Trustees ratified employment of **Adriana Garcia** as administrative assistant I in Academic Services and **Felix Longoria** as grounds gardener II, both at De Anza.

Classified promotions

The board ratified promotions for **Antoinette Chavez** to program coordinator I at Foothill and **Teresa Roy** to custodian I at De Anza.

Staff development leaves

The board approved staff development leaves for the following classified employees – at Foothill, program coordinator II **Phuong Tran**; at De Anza, instructional designer **David Garrido**, child development teacher **Lucila Hirata**, division administrative assistant **Angelita Pabros**, web & print communications design coordinator **Lori Susi**; and in Central Services, senior accountant/grants monitor **Hieu Nguyen**.

Resignations & retirements

The board approved or ratified the retirements or resignations of the following employees – at De Anza, **Michael Hegglund**, Community Education Programs lead, Feb. 29 after 11 years, and **Virginia Marquez**, senior EOPS specialist, Feb. 29 after more than 22 years; and in Central Services, **James Clow**, computer project coordinator in ETS, April 29 after 21 years.

Professional Development Leaves

Trustees approved Professional Development Leaves for the following faculty members – at Foothill, **Kathy Denver**, **Mary Holland**, **Phuong Lam**, **Debra Lew**, **David Sauter**, and **Ben Stefanik**, and at De Anza, **Mary Breen**, **Randy Claros**, **Kathy Flores**, and **Roseanne Giannini Quinn**.

REPORTS & HEARINGS OF ITEMS NOT ON THE AGENDA

(Board members cannot discuss items that are not placed in advance on the agenda.)

Student comments

De Anza student **Elias Kamal**, the new student trustee-elect, updated the board on resolution of an issue involving hate speech on campus by an outside group. He thanked President **Brian Murphy** and Assistant Chief of Police **Danny Acosta** for suggesting creative tactics for addressing students' concerns.

Staff comments

Faculty Association President **Rich Hansen** reported on the planning process being used to implement a statewide task force recommendation that the California Community Colleges switch from the Accrediting Commission for Community and Junior Colleges to a new accrediting organization. He said that moving to a body that accredits four-year

colleges and universities would align the community colleges more closely with other higher education institutions. He added that such a change makes sense as community colleges prepare to offer baccalaureate degrees on a pilot basis, and in light of improved transfer planning between community colleges and the UCs and CSUs, as well as the sheer number of students who transfer from community colleges to four-year universities.

Noting that some colleges have been fearful about speaking out in favor of leaving the ACCJC, he urged the district to take a leadership role in supporting the change. Chancellor **Judy Miner** said she supports the move and expects the community college CEO leadership group would too. Hansen represented the Faculty Association of California Community Colleges on the statewide accreditation task force that recommended changing accreditors.

Presidents comments

De Anza President **Brian Murphy** congratulated the winners of De Anza's student government election and noted that students approved a voluntary "student representation fee" that provides financial support for students or student groups to present their viewpoints to government agencies and legislators. Half of the income from the new fee goes to the Student Senate for California Community Colleges and the other half stays at De Anza. Foothill interim President **Kimberlee Messina** congratulated the newly tenured faculty and noted the college is busy hiring new faculty.

Chancellor's comments

Chancellor **Judy Miner** recognized Foothill's **Robert Cormia** and De Anza's **Randy Bryant** for spending a day of the Presidents' Day holiday weekend attending the State of the Valley conference sponsored by Joint Venture Silicon Valley. She also noted that Bryant has been tapped to serve on a state Chancellor's Office task force focusing on workforce. She congratulated De Anza on its outstanding Lunar New Year celebration and commented on attending two recent fundraisers for Foothill – the Los Altos Rotary Club's annual cioppino dinner, which raised more than \$33,000 toward construction of a veterans plaza next to the Veterans Resource Center, and the Foothill Commission's winter musical, which raises money for the theater program. She complimented instructor and musical director **Milissa Carey** for her work in bringing so much diversity to Foothill's musical theatre program.

Board comments

De Anza Student Trustee **Arjun Gadkari** congratulated De Anza students **Elias Kamal**, **Matthew Zarate** and **Stephanie Rogsby** for their elections, respectively, as the next student trustee, student body president and executive vice president. He reported on attending the Faculty Association of California Community Colleges' annual Advocacy & Policy conference. Foothill student Trustee **Alexander Park** reported on attending the annual meeting of 350 Silicon Valley, which focused on strategies for encouraging large organizations, such as cities and pension funds, to divest from fossil fuels. He also congratulated the newly elected De Anza student leaders.

NEXT MEETING

The next regularly scheduled meeting of the Board of Trustees is Monday, April 4, at 6 p.m. in the Toyon Room of the Foothill College Campus Center, which is the board's regular meeting location until further notice.

Agenda: <http://www.boarddocs.com/ca/fhda/Board.nsf/Public>

Agendas generally are posted 72 hours in advance. Please check the agenda to verify the time and location of the meeting.

BOARD HIGHLIGHTS

Board Highlights is intended to communicate board meeting news to faculty and staff across the district. These are not the official minutes. Please contact Becky Bartindale at

bartindalebecky@fhda.edu or (650) 949-6107 with comments or questions about *Board Highlights*.

Minutes: <http://www.boarddocs.com/ca/fhda/Board.nsf/Public>

Find approved minutes by meeting date under the "Meetings" tab. Minutes are typically approved at the next board meeting. For questions about minutes, please contact Paula Norsell, assistant to the chancellor, at (650) 949-6106 or norsellpaula@fhda.edu.