

Study session & board meeting of Feb. 3, 2014

SOME HEADLINES

Trustees reviewed or approved:

- Measure C facilities challenges and opportunities
- Legislative principles for 2014
- Professional development for the Board of Trustees
- A district energy audit
- Professional development leaves
- Retirements, new employees and professional growth awards

Agenda & backup material: <http://www.boarddocs.com/ca/fhda/Board.nsf/Public>
Click on the meeting of Feb. 3, 2014, and then click on "View the Agenda" to access supporting documents.

STUDY SESSION

Strategic facilities issues

Chancellor **Linda Thor** introduced the session, explaining that at a recent retreat the chancellor's cabinet looked at several facilities challenges the district faces as Measure C winds down, with an eye to any potential connections among them that merited further exploration. **Charles Allen**, executive director of facilities, operations and construction management, presented an overview:

- Flint Center garage – Cost of renovating the Flint Center parking structure is now estimated at \$17 million – \$11 million more than budgeted. A possible cost-effective alternative might be redeveloping the site in a public-private partnership that would combine parking mixed-use development.
- ETS offices and data center – The combined cost of renovating the district data center at De Anza and building an ETS office building on the Foothill campus is currently estimated at \$18 million, but the budget is only \$10 million. One alternative would be to renovate the District Office Building for use as ETS offices and a data center, which could be accomplished for something less than \$10 million, Director Allen said. Any savings could be redirected to building new district offices somewhere else.
- Student housing – Developers have expressed interest in a public-private partnership to develop student housing, with the district providing the land. Housing has become increasingly scarce because of the tech boom, and is a particular concern for international students and students with low incomes. A public-private housing development could promote enrollment and reduce traffic and parking demand.

- District Office Building – Renovation of the District Office Building is not considered a long-term solution because the board room is too small; the building doesn't have enough space, including gathering space; and there is no room for the purchasing department and the Foothill-De Anza Foundation. Savings from renovating the building for ETS could be combined with cost-savings on computer purchases and unused Measure C contingency funds to build new district offices on one of the campuses or on the education center property at Onizuka.

Trustees had many questions and an extensive discussion followed.

Director Allen said leaving the Flint Center garage "as is" isn't an option because it poses long-term maintenance and seismic-safety issues. The chancellor said the district is committed to finding a solution, but would prefer not to spend \$17 million on a retrofit. Director Allen estimated it would cost \$27 million to \$30 million to take the parking structure down and build a new one, including \$2 million to \$3 million for demolition. He said the district would move forward with an analysis of options. Flint Center garage holds about 1,400 parking spaces.

Vice Chancellor of Technology **Joe Moreau** expressed enthusiasm for remodeling the District Office Building for ETS and said it could be done without a major change in the direction of the remodeling project that's now under way. He said a remodel could be done that would be more conducive to collaborating as a work team and with the campuses than the new ETS office building that was planned. Based on preliminary work by a respected designer of high-tech workspaces in Silicon Valley, he said he believes it would be possible to remodel the building for ETS to create an office environment "that is attractive and interesting and collaborative in nature" and that "would meet the expectations of a new generation of technologists."

The chancellor said that most of the work that's currently under way involves necessary infrastructures upgrades no matter who moves in. Director Allen described the steps required to change the scope of the remodel. He said remodeling the building for ETS would cost more than the \$3 million originally budgeted for the District Office Building remodel but less than the \$10 million set aside for the ETS offices and data center. In response to a question, he said remodeling the Griffin House for something the district could use would be extremely expensive.

Board President **Bruce Swenson** suggested that the administration identify at least one viable site for the district offices and board room before starting down the path of an ETS remodel and consider forming an ad hoc committee of the board to work with Director Allen. Several trustees said they'd prefer that the district offices remain on a campus in an easily accessible location. Without ruling out other options, Director Allen listed several possible locations – behind the Griffin House where the ETS office building was planned and on the back end of Lot H at Foothill where ETS modulares are located now, in addition to the Onizuka property.

Vice Chancellor **Kevin McElroy** described the challenges the district's 4,000 international students face in finding housing in the current market and how a public-private partnership for student housing could address students' housing needs. Director Allen said a public-private development partnership might offer alternate ways to meet other district facility needs, such as replacement parking for the Flint Center garage or space for district offices. "We might be surprised by the interest and ideas that come forward," he said, even if the district ultimately decides not to go forward.

While trustees generally were enthusiastic about remodeling the District Office Building for ETS, they expressed wariness about building student housing, citing concerns such as liability issues and whether a project could “pencil out” for the developer and still provide housing that Foothill-De Anza students could afford. De Anza President **Brian Murphy** said he’d want to know “how does it work and who does it work for,” and in particular whether a public-private housing development would help students from working class families who also face rising costs. Chancellor Thor said the district could gather additional information for an analysis, at no or minimal cost, from consultants who have expertise in this area.

Facilities issues overview:

[http://www.boarddocs.com/ca/fhda/Board.nsf/files/9FSUZR6EA2EE/\\$file/Objectives_Rev_Jan.pdf](http://www.boarddocs.com/ca/fhda/Board.nsf/files/9FSUZR6EA2EE/$file/Objectives_Rev_Jan.pdf)

Student housing presentation:

[http://www.boarddocs.com/ca/fhda/Board.nsf/files/9FSULM6D6D8C/\\$file/StudentHousingObjectives_NextSteps.pdf](http://www.boarddocs.com/ca/fhda/Board.nsf/files/9FSULM6D6D8C/$file/StudentHousingObjectives_NextSteps.pdf)

Board legislative principles

Chancellor Thor presented proposed legislative principles for 2014, which she uses when called upon to take positions for the district. The state principles draw on legislative priorities of the Board of Governors of the California Community Colleges and the Community College League of California. The federal principles draw on priorities of the American Association of Community Colleges and the Association of Committee College Trustees.

During discussion, Trustee **Joan Barram** suggested that rather than opposing a controversial federal rating system for community colleges, that one of the principles be revised to support accountability measures that accurately reflect what constitutes success in community colleges, including factors such as access and affordability as well as outcomes. She said among the problems with inflexible systems that tie funding to ratings is not counting as successful students who come to community colleges for a year to upgrade their skills but don’t pursue a certificate.

Foothill Academic Senate President **Dolores Davison** said she is wary of accountability measures that base funding on whether a college “is graduating enough students.” She said the measures need to be clear and suggested that students and colleges define the outcomes. The board subsequently approved the legislative principles at its regular meeting, incorporating Trustee Barram’s suggestion on accountability measures.

Legislative principles:

[http://www.boarddocs.com/ca/fhda/Board.nsf/files/9FLQ72629BF0/\\$file/Legislative%20principles%202014_draft.pdf](http://www.boarddocs.com/ca/fhda/Board.nsf/files/9FLQ72629BF0/$file/Legislative%20principles%202014_draft.pdf)

Trustee professional development

Trustees discussed a draft policy on education of the Board of Trustees stating the board’s commitment to its ongoing professional development, including new trustee orientation. Ongoing trustee professional development is essential to address accreditation Standard IV.B.1.f of the Accrediting Commission for Community and Junior Colleges. The district has long supported the board’s professional development, but hasn’t had a formal board education policy.

Trustee development currently includes participating in twice-yearly study sessions, regular

access to reading material, local state and national conference attendance and other educational activities to help board members understand policy governance, how to assess institutional effectiveness, and financial reports and budgets. The district has recently begun documenting each trustee's participation in professional development activities and those who attend conferences or other events routinely report back to their colleagues on what they learned, orally and now also in writing.

During discussion, board members said they are mindful of the costs of conference attendance and expressed reservations about conference expenses associated with a new Excellence in Trusteeship program created by the Community College League of California, which is designed to meet accreditation requirements. The board's consensus was that the current approach to board development is working well and is also cost-effective. The chancellor noted the availability of some free online training, such as ethics training for elected officials. Trustees agreed that a policy on board education is needed. The draft policy will be reviewed through the shared governance process before coming to the board for action.

Board development background:

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

REGULAR MEETING

INFORMATION & ACTION ITEMS

Board policies

After discussion and a few language clarifications, trustees approved new and revised board policies on decorum at board meetings (BP 2355); vacancies on the board (BP 2110); the board's philosophy, mission, and roles and responsibilities (BP 2200); committees of the board (BP 2220); and Citizens' Bond Oversight Committees (BP 6740).

They discussed proposed new policies on board meeting minutes and the recording of board meetings and revisions to policies on the board policies and administrative procedures as well as on the fingerprinting of employees, volunteers and student workers. These will return to the board for action at a later date.

In response to a question about privacy from Trustee **Laura Casas**, Vice Chancellor **Dorene Novotny** said that if a fingerprint "hit" occurs indicating a conviction, the police department reports the information to top human resources managers. Only those who need the information to make a proper employment decision are notified, she said, and once a decision is made, the information is destroyed.

Non-resident tuition

The board set the 2014-15 rate for non-resident tuition at \$149 per quarter unit, up from \$144 per until this year. The 2014-15 rate is made up of a \$132 per unit base fee plus a \$17 per unit capital outlay assessment.

District energy audit

Trustees approved an agreement for \$200,000 with Gayner Engineers to perform an energy audit to identify ways the district can reduce energy use and expenses. The audit is being funded with Proposition 39 dollars and will help the district identify future projects to qualify

for additional Proposition 39 funding. The California Clean Energy Jobs Act (Proposition 39) was approved by voters in 2012 and includes \$47 million to fund energy efficiency and clean energy projects in California community college districts.

New course offerings

The board approved more than two-dozen new courses in five disciplines at De Anza that the campus has approved for the 2014-15 academic year.

New courses:

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

Citizens Bond Oversight Committee annual report

The board accepted the 2012-13 annual report from the Measure C Citizens' Bond Oversight Committee. Committee Chairman **Dudley Andersen**, a Palo Alto resident, reported that financial and management audits had found no instances of non-compliance with applicable laws and reviewed some of the year's highlights, including opening of the Media & Learning Center at De Anza and the Physical Sciences & Engineering Center at Foothill. "The funding provided by Measure C is an indispensable investment in these colleges," Mr. Andersen said. He also acknowledged the work of Charles Allen, who is retiring later this year.

Trustee **Betsy Bechtel** complimented the committee on the report's graphic design and board President Swenson thanked the members and the report team for their good work. Oversight committee member **Susan Silver** of Sunnyvale also was present for the report's presentation.

2012-13 annual report:

<http://measurec.fhda.edu/AR1213>.

Fiscal self-assessment

The board reviewed the fiscal self-assessment prepared by the business office staff to ensure continuous scrutiny of district business practices and operations. Trustee Barram said the annual assessment provides an excellent overview of the district's fiscal situation and practices in a question-and-answer format.

Planning for ETS offices

Trustees approved a contract with Optimaze Inc. to help ETS develop plans for workspaces that are consistent with work environments used by other technology-oriented organizations. The company will guide select ETS employees through a discussion and decision process to define the type of spaces that will best serve the group.

Measure C project list revisions

The board approved several changes to the Measure C project lists for Foothill, De Anza and Central Services, including cancellation of upgrades to the Foothill print shop and a small Plant Services facility that would include office space and parking for electric carts used by custodians and ground crew members.

Responding to a question about increased costs for the education center at Onizuka, Director Allen said the education center is being redesigned to include two rather than three stories, resulting in a loss of administrative support space that can be accommodated at Foothill but no loss of educational space. He said the center still will be a great, highly visible building.

HUMAN RESOURCES & PERSONNEL

Administrator retirements

Trustees approved the retirement of **Letha Jeanpierre**, vice president of finance and educational resources at De Anza, effective June 30 after 27 years.

Faculty retirements

Trustees approved the retirement of **Robert Farrington**, De Anza Creative Arts instructor, effective June 27, after 32 years, under Article 19 of the district's agreement with the Faculty Association.

Faculty professional development leaves

The board approved professional development leaves for the following faculty – at Foothill, **Falk Cammin** in humanities, **Hilary Gomes** in art, **Ken Horowitz** in dental hygiene, **Najwa Jardali** in ESL, **Marc Knobel** in mathematics, **Brian Lewis** in English, **Patrick Morriss** in mathematics, **Preston Ni** in communication studies, **Keith Pratt** in ESL/English, **Doren Robbins** in creative writing/literature/composition, **David Sauter** in environmental horticulture, **Bruce Tambling** in music, and **Kristin Tripp Caldwell** in fine arts & communications; at De Anza, **Lydia Botsford** in accounting, **Salamander Breiter** in humanities, **Alicia Cortez** in counseling, **Delia Garbacea** in CIS, **Shannon Hassett** in psychology, **Barbara Illowsky** in mathematics, **Juliana Kang-Robinson** in art, **Cynthia Kaufman** in academic services, **Scott Osborne** in accounting, **Ram Subramaniam** in chemistry, **Mary Sullivan** in student health services, and **Li Wei Sun** in child development.

In response to a question, Vice Chancellor McElroy reported that the district typically spends between \$1.2 million and \$1.5 million a year on part-time faculty to fill in behind faculty members on leave.

New classified positions

Trustees approved one new half-time position at De Anza, computer laboratory instructional coordinator.

Classified employment

Trustees ratified employment at Foothill for **Dokesha Meacham** as enrollment services specialist.

Classified reclassifications

The board ratified reclassifications of Foothill employee **Sherri Mines** to senior program coordinator; De Anza employee **Jorge Morales** to school relations specialist; and Central Services employees **Tomas Hernandez** to journeyman plumber and **Ron Rayas** and **Irma Rodarte** to computer project coordinators.

Classified staff development leaves

Trustees approved staff development leaves at Foothill for **Becki diGregorio**, **Kirsi Engels**, **Allison Largent** and **Denise Perez**, all beginning in September; at De Anza for **Susan Ho** and **Sofia Varela**, also beginning in September; and in Central Services, for **Scottie McDaniel**, beginning in August.

Professional Growth Awards

The board ratified Professional Growth Awards for Foothill's **Lily Lu** in EOPS and **Jose Marte**

in Bio/Health, and in Central Services for **Paula Norsell** in the Chancellor's Office and **Bernie Paragas** in ETS.

REPORTS & HEARINGS OF ITEMS NOT ON THE AGENDA

Public comments

Palo Alto resident and Foothill faculty member **Ken Horowitz** spoke to the board about his ideas for increasing community involvement such as holding board meetings on Saturdays in the community and having the board president give a speech on goals and priorities for the year. He identified textbook costs and diversity of faculty and administrators as issues of concern along with health insurance costs for district employees.

Staff comments

Foothill Academic Senate President Davison thanked the professional development committee and psychology instructor/committee chair **Ben Stefonik** for a successful professional development day on Jan. 24. She noted that the campus abroad program is being revived by instructors **Scott Lankford** (English) and **Milissa Carey** (music and theatre arts) with a trip to London in fall 2014. She reported on a Feb. 8-9 Accreditation Institute in San Jose jointly sponsored by the statewide Academic Senate for California Community Colleges and the Community College League of California, and the upcoming 2014 Academic Institute Feb. 21-22 in Napa.

Faculty Association President **Rich Hansen** reported on a recent Policy Forum devoted to the controversy surrounding the Accreditation Commission for California and Junior Colleges, held at De Anza last month and organized by the Faculty Association of California Community Colleges. He thanked Chancellor Thor and **Christina Espinosa-Pieb**, De Anza's vice president of instruction, for participating. The event included presentation of a special achievement award to Assemblymember **Paul Fong**, who will be leaving Sacramento because of term limits. He reported that ACCJC is accepting comments through April on proposed revision to ACCJC standards.

De Anza Academic Senate president **Mayra Cruz** reported that the De Anza Senate has begun a review of the college's general education philosophy and will review the ACCJC's proposed changes to academic standards. She thanked Vice Chancellor Moreau for coming to the Senate to discuss the statewide Online Education Initiative the district is leading. She noted that De Anza study abroad trips are planned this summer to Taiwan and Viet Nam.

Presidents' comments

De Anza College President Murphy announced that De Anza is one of seven colleges that will share in a \$270,000 Teagle Foundation grant supporting creation of 70 courses to help undergraduates develop civic and moral responsibility. The college's Institute of Community and Civic Engagement will use the funds to create the Civic Capacity Scholars Program.

Foothill President **Judy Miner** reported that 900 fourth graders had attended The Physics Show that weekend thanks to a National Science Foundation grant and that Financial Aid Director **Kevin Harral** had been interviewed on KCBS in connection with a Cash for College event at the Middlefield campus. She reported that Year Up had just graduated its first Silicon Valley cohort educated by Foothill College and that she was honored to be commencement speaker. She noted that Year Up was just featured on "60 Minutes."

Chancellor's comments

Chancellor Thor reported on her activities related to supporting legislation that would allow California community colleges to award a limited number of applied baccalaureate degrees. She participated in a panel discussion on the topic last month at the Community College League's legislative conference and was interviewed by reporters whose stories will appear in the San Jose Mercury News and EdSource Today and on KQED radio. She said she's honored that Gov. Jerry Brown appointed her as one of three California members serving on WICHE, the Western Interstate Commission for Higher Education.

Trustees' comments

Trustees Barram and Bechtel reported on what they'd learned about budget, bonds and parcel taxes, equity and the economic divide in higher education at the CCLC legislative conference in Sacramento. They also commented on visiting local legislators and staff in the capitol.

Trustee **Pearl Cheng** commented on how impressed she was with Year Up as documented in the "60 Minutes" report. She noted that in her role as education program manager with United Way Silicon Valley, she had recently hired an AmeriCorps VISTA member, a De Anza graduate who studied sociology at UC Santa Barbara and is trained as a child advocate.

Trustee Casas reported on the California Community College Trustees board meeting held in conjunction with the CCLC legislative conference. She said that topics discussed included student equity and completion, basic skills, accountability, transfer, cooperation among the three segments of California public higher education, adult education, concurrent enrollment and the applied community college baccalaureate.

NEXT MEETING

The next meeting of the Board of Trustees is scheduled for Monday, March 3, at 6 p.m. in the Toyon Room at Foothill College. A recognition ceremony for tenure candidates precedes the regular meeting at 4:30 p.m. in the campus Dining Room. The Toyon Room is the new meeting location for 2014 while the District Office Building is being renovated.

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 designed to communicate board meeting news to faculty and staff across the district. It is not the official minutes, which are available after their approval at a subsequent board meeting. Please contact Becky Bartindale at bartindalebecky@fhda.edu or (650) 949-6107 with comments or questions about *Board Highlights*.

Official minutes: http://www.fhda.edu/about_us/board/minutes

Find approved minutes under the appropriate meeting date.