

Minutes of the Study Session and Regular Meeting of the Board of Trustees
Monday, February 8, 2016

Members present:

Joan Barram, President
Betsy Bechtel
Laura Casas
Pearl Cheng
Bruce Swenson

For public session only:

Arjun Gadkari, De Anza College Student Trustee
Alexander Park, Foothill College Student Trustee

CALL TO ORDER

Board of Trustees President Joan Barram called the study session to order at 3:33 p.m. in the Educational Technology Services Training Room.

STUDY SESSION

SS1. 2015-2016 Student Equity Planning

De Anza College Associate Vice President of Instruction Rowena Tomaneng; De Anza College Director of the Office of Equity, Social Justice & Multicultural Education Veronica Neal; De Anza College Academic Senate Vice President Randy Bryant; Foothill College Associate Vice President of Instruction Andrew LaManque; Foothill College Dean of Language Arts and Learning Resource Center and Student Equity Workgroup Tri-Chair Paul Starer; Foothill College Academic Senate President Carolyn Holcroft; and Foothill College Student Equity Tri-Chair Hilda Fernandez presented an overview of the colleges' student equity plans, which included information about the educational master plan goals related to equity, planning processes, equity initiatives, and professional development.

To place the equity discussion in context, Associate Vice President LaManque explained that 25 percent of district students report annual income of less than \$25,000 and that African American and Hispanic residents of Santa Clara and San Mateo counties have only half the income of whites and Asians.

Faculty Tri-Chair Fernandez spoke about the collaboration between Foothill College's student success and support, basic skills, and student equity groups to develop strategies that best meet student needs and described collegewide early alert, mentoring, and professional development initiatives that emerged from the effort. She also explained the college's conceptual framework, which places the student voice at the center of student success and retention efforts.

Director Neal discussed the extensive training of equity core teams that include faculty, classified professionals, and students in every division and shared De Anza College's conceptual framework, which provides a visual representation of the cultural shifts needed to move the college's equity initiatives forward. She noted that the college is in the process of creating a rubric based on the framework that will allow every program to measure progress.

In response to trustee Cheng's question, Associate Vice President Tomaneng advised that the colleges plan to continue to collaborate on common interests, such as peer mentoring. Director Neal added that the district's equity and employee relations director is acting as a bridge between the campuses in addition to strengthening equity efforts at the district level, and Vice President Bryant commented that the college academic senates are getting together regularly to discuss issues such as equity.

Trustee Swenson suggested that the colleges provide more information in the equity plans regarding specific activities and what the activities are meant to accomplish. He also recommended that the concept of the district striving for equity with excellence be incorporated more clearly.

SS2. The Framework for Equity: De Anza College Educational Master Plan 2015-2020

Mallory Newell, De Anza College researcher, reviewed the process used to develop the college's new educational master plan and detailed strategic plan initiatives, institutional metrics, and connections between the master plan and the college's equity and 3SP plans and Basic Skills Initiative.

Student trustee Gadkari commented that the student quote included at the end of the PowerPoint presentation resonated with him and that students who come to the college from disadvantaged backgrounds find hope and solace in the work they can do on campus. He expressed appreciation for the plan's emphasis on individual attention and noted that it is important to meet students where they are.

In response to trustee Cheng's question, De Anza College President Brian Murphy explained that the college is very close to reaching the threshold of Hispanic student enrollment required for a Hispanic-serving institution designation, which could provide the opportunity for additional federal funding.

SS3. Foothill College Educational Master Plan 2016-2022

Interim Foothill College President Kimberlee Messina and researcher Elaine Quo shared the process used to develop the college's educational master plan and also described the plan goals and integration with student equity initiatives. Ms. Kuo noted that program review, basic skills and student equity funding requests, core mission workgroup objectives, and key performance measures map back to the master plan goals and that annual assessment should allow for thoughtful reflection and conversation across units.

REGULAR MEETING

President Barram called the regular meeting to order in the Toyon Room at 5:03 p.m. and asked if anyone present wished to comment on closed session items. Hearing no response, the Board of Trustees adjourned to closed session in the Altos Room.

ADJOURN TO CLOSED SESSION

The Board of Trustees met in closed session to discuss:

CONFERENCE WITH LABOR NEGOTIATOR District Negotiator: Dorene Novotny Employee Organizations: All Represented and Unrepresented Groups (Pursuant to Government Code Section 54957.6)

Executive administrators present:

Kevin McElroy, Vice Chancellor, Business Services
Kimberlee Messina, Interim President, Foothill College
Judy Miner, Chancellor
Brian Murphy, President, De Anza College
Dorene Novotny, Vice Chancellor, Human Resources and Equal Opportunity

PUBLIC SESSION

President Barram called the meeting to order at 6:07 p.m. and led the Board of Trustees and audience in the Pledge of Allegiance.

REPORTING OUT FROM CLOSED SESSION

President Barram announced that the Board of Trustees no reportable action was taken during closed session.

APPROVAL OF MINUTES

Minutes of the January 11, 2016, Regular Meeting of the Board of Trustees

Action: Approved the minutes of the January 11, 2016, regular minutes of the Board of Trustees.
Motion by Betsy Bechtel, second by Bruce Swenson
Advisory vote in favor: Arjun Gadkari
Abstain: Alexander Park
Final resolution: Motion carries
Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

HEARINGS: ITEMS NOT ON THE AGENDA

Students

De Anza College student Omar Din announced that he is running for the position of De Anza College student trustee.

Staff

Faculty Association President Rich Hansen reported that the California Community Colleges Chancellor's Office Task Force on Accreditation has been working on a proposal to the Board of Governors to move forward with joining a four-year accreditor. He advised that he would forward the proposal, which is due to the Board of Governors in March, to the Board of Trustees for feedback and possible endorsement.

De Anza College President Brian Murphy invited those present to stop by the annual Occupy De Anza College Tent City from February 8-11, 2016.

Interim Foothill College Kimberlee Messina made positive remarks about the Martin Luther King, Jr. Day events held on campus and provided information regarding the recent introductory meeting of Assemblymember Rich Gordon's Higher Education – Community College Advisory Council.

Chancellor Judy Miner thanked De Anza Student Body (DASB) President Marco Monroy for coordinating her participation in a recent DASB meeting and former student trustee and Citizens' Bond Oversight Committee member Melissa Epps for providing a tour of the newly renovated De Anza College Library. She shared information about a recent visit to Foothill College by Sunnyvale City Manager Deanna Santana and an Australian delegate and praised Interim President Messina's Sunnyvale Center presentation, which resulted in an offer by the city to co-host the center opening and identify major businesses that might be interested in participating as well as an invitation to the district to give a presentation to the Sunnyvale City Council regarding the new center.

With regard to the recent Bay Area Community Colleges Consortium meeting, Chancellor Miner spoke about a beta partnership with the Bay Area Council, an organization that represents 270 major area employers, and noted that the council has hired someone to do outreach to community colleges for purposes of providing internships and helping develop responsive curricula.

Chancellor Miner asked that the meeting be adjourned in memory of former district vice chancellor of finance Jim Keller and provided information regarding the memorial service.

Board

Foothill College student trustee Alexander Park expressed appreciation for the support he received from everyone at the district following the passing of his father. With regard to the recent Higher Education – Community College Advisory Council meeting, he made positive comments about Assemblymember Gordon's efforts to really understand how he could help students succeed and stay in school. He also noted that Foothill College student Sam Velasquez serves as an intern to Assemblymember Gordon.

De Anza College student trustee Arjun Gadkari introduced student trustee candidates Omar Din and Elias Kumal from the audience. He made positive comments about the Campus Camp Wellstone event for student leaders held in the Santa Cruz mountains by the Vasconcellos Institute for Democracy in Action, which was supported by the DASB. Student trustee Gadkari advised that the theme of this year's tent city is racial justice and expressed concern about recent events involving hate speech and graffiti on campus. He shared plans to meet with President Murphy regarding the incidents.

President Barram reported that scholarship providers were in attendance at the recent Celebrity Forum reception and that three of the four 2015 Trustee Scholarship recipients spoke at the event about what the colleges and the scholarships mean to them. She also made positive comments regarding Foothill College Physics Show and De Anza College Fujitsu Planetarium events attended by members of her family.

BOARD REPORTS

Foothill-De Anza Foundation Board of Directors Report

Trustee Cheng shared information regarding the January 27, 2016, Foothill-De Anza Foundation Board of Directors meeting. She reminded trustees that the Foundation's four initiatives are Extended Opportunities Programs and Services, the STEM Success Center, both colleges' veterans programs, and the Vasconcellos Institute for Democracy in Action and stated that board members will be launching personal events to highlight the initiatives and increase support. She shared information regarding a presentation the Foundation Board heard of the STEM Success Center's efforts to break down obstacles and the great results they have achieved.

California Community Colleges Trustees Board Report

Trustee Casas gave a report of the recent California Community Colleges Trustees Board meeting and the Community College League of California Legislative Conference and advised that former district chancellor Martha Kanter spoke at the conference regarding the College Promise Campaign. She commented that CCLC's advocacy efforts would focus on improving college affordability and shared statistics indicating that for a full-time low-income community college student, attending community college is more expensive than attending a California State University or University of California school.

APPROVAL OF CONSENT CALENDAR

President Barram asked that agenda item 9. Foothill College Program Proposal: Dental Hygiene Bachelor of Science be removed from the consent calendar for further discussion.

Action: The Board of Trustees approved consent calendar items 1-8 and 10 as follows:

1. Ratified contracts and agreements.
2. Approved the contract for Independent Audit Services for Fiscal Year 2015/16.
3. Approved the Human Resources Report.
4. Approved the Foothill College Revised Mission Statement.
5. Approved the De Anza College Educational Master Plan.
6. Approved the Foothill College Educational Master Plan Update.
7. Approved De Anza College 2016-2017 course changes.
8. Approved Foothill College curriculum updates for the 2016-17 Catalog.
10. Approved the Foothill College Campus Abroad 2016 Barcelona proposal.

Motion by Pearl Cheng, second by Betsy Bechtel

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

Consideration of item removed from the consent calendar

9. Foothill College Program Proposal: Dental Hygiene Bachelor of Science

In response to President Barram's questions, Dental Hygiene Coordinator Phyllis Spragge explained that the college is phasing out the associate of science degree in dental hygiene and that students admitted to the program in fall 2016 will be on the bachelor's degree track, which includes upper division research-based classes and a capstone. She reported that the 2 + 2 program will be limited to 24 students initially, but there will be a second track for up to 40 students who have previously received a dental hygiene associate degree.

Action: Approved the Program Proposal: Dental Hygiene Bachelor of Science.

Motion by Pearl Cheng, second by Laura Casas

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

BOARD BUSINESS

11. Resolution Authorizing Trustee Absence for Alexander Park

Action: Approved the resolution authorizing student trustee Park's absence from the January 11, 2016, Board of Trustees meeting.

Motion by Bruce Swenson, second by Pearl Cheng

Advisory vote in favor: Arjun Gadkari

Abstain: Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

12. 2016 Board Legislative Principles

Action: Approved the 2016 Board Legislative Principles.

Motion by Betsy Bechtel, second by Pearl Cheng

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

BUSINESS SERVICES/FINANCE

13. 2014-15 Fiscal Self-Assessment

Vice Chancellor McElroy thanked Executive Director of Fiscal Services Hector Quinonez, Business Operations Director Joni Hayes Lamprey, and Business Services staff members for an outstanding job on the self-assessment. President Barram recommended that anyone interested in understanding the district read the report.

14. Authorize the use of Foundation for California Community Colleges contract #RFP 15-004 for Online Counseling and Advising Services for the OEI Program from Cranium Café, LLC

Action: The Board of Trustees made a finding that it is in the best interest of the District to issue purchase orders for online counseling and advising services in excess of the legally mandated bid threshold to Cranium Café, LLC pursuant to Public Contract Code 20652 and the Foundation for California Community Colleges RFP 15-004 for the duration of the contract.

Motion by Pearl Cheng, second by Laura Casas

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

15. Authorize the use of Foundation for California Community Colleges contract RFP #CB 15-005 for Online Academic Integrity Technologies/ Services for the OEI Program from Proctorio

Action: The Board of Trustees made a finding that it is in the best interest of the District to issue purchase orders for Online Academic Integrity Technologies/ Services in excess of the legally mandated bid threshold to Proctorio pursuant to Public Contract Code 20652 and the Foundation for California Community Colleges RFP CB 15-005 for the duration of the contract.

Motion by Laura Casas, second by Pearl Cheng

Advisory vote in favor: Arjun Gadkari, Alexander Park
Final resolution: Motion carries
Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

FACILITIES

16. Pullman Construction - Change Order #7 - Science Center Chiller Replacement - (\$206,763.49)

In response to trustee Cheng's question, Executive Director of Facilities and Operations Steven Kitchen advised that the contract was terminated for the convenience of the district and that this action represents the money that the contractor did not use from the original contract.

Action: Approved Pullman Construction Change Order #7 in connection with the De Anza College Science Center Replacement project.

Motion by Betsy Bechtel, second by Laura Casas
Advisory vote in favor: Arjun Gadkari, Alexander Park
Final resolution: Motion carries
Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

17. Award a contract for Bid Document #1748 – Structural Repair at Rooftop Chiller Pad (Science Center) – De Anza College

Executive Director Kitchen advised in response to trustee Swenson's question that the contract covers additional costs for the work not done by Pullman Construction under the terminated contract.

Action: Authorized the Director of Purchasing Services to award a contract pursuant to Bid Document 1748 – Structural Repair at Rooftop Chiller Pad - De Anza College in the aggregate amount of \$480,944 for the Base Bid Proposal Amount plus Additive Alternate #1 to Calstate Construction Inc.

Motion by Bruce Swenson, second by Arjun Gadkari
Advisory vote in favor: Arjun Gadkari, Alexander Park
Final resolution: Motion carries
Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

MEASURE E PROJECTS

18. Authorize the use of Foundation for California Community Colleges contract #CB15-012 to purchase Exterior LED Luminaries and related services from Wesco Distribution, Inc.

Action: The Board of Trustees made a finding that it is in the best interest of the District to issue purchase orders for Exterior LED Luminaries (lighting fixtures) and related services in excess of the legally mandated bid threshold pursuant to Public Contract Code 20652 and the Foundation for California Community Colleges Contract # CB15-012 throughout the duration of the contract, including time extensions.

Motion by Arjun Gadkari, second by Alexander Park
Advisory vote in favor: Arjun Gadkari, Alexander Park
Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

MEASURE C CONSENT

19. Measure C Consent

Action: Ratified/approved Measure C consent items A-H as follows:

A) Gilbane/MAAS - Measure C: Revision #01 Gilbane/MAAS Standard Form of Agreement - Measure C Construction Management - \$15,000.00

--De Anza College Measure C Consent

B) Swinerton Builders - Change Order #5 - L-7 - \$14,190

C) Quali-Con Enterprises, Inc. - Change No. 4 to Agreement for Services - Library - \$5,400

D) Keller & Daseking Architects - Change No. 06 to Agreement for Services - CM Locks - 5201 - \$11,475

E) Swinerton Builders - Change Order #1 - L-7 - (\$68,986)

F) Matriscope Engineering Laboratories - Agreement for Services - L-7 Phase II - \$2,996

--Foothill College Measure C Consent

G) C. W. Driver - Change Order #4-Construction Phase - \$79,639

H) Joseph J. Albanese, Inc. - Change Order No. 3 - Lot 1 Stairs - (\$22,358)

Motion by Betsy Bechtel, second by Pearl Cheng

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

MEASURE C PROJECTS

20. Noll & Tam Architect and Engineers - Agreement for Services - Flint Parking Garage Renovation - \$153,150

Action: Approved the agreement for services with Noll & Tam Architect and Engineers for the Flint Parking Garage renovation.

Motion by Laura Casas, second by Bruce Swenson

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

21. Updated procedures for pre-qualification of prospective bidders for public projects

Action: Adopted the updated pre-qualification process for prospective bidders of public projects in accordance with Public Contract Code section 20651.5 and Public Contract Code section 20101.

Motion by Pearl Cheng, second by Betsy Bechtel

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

22. Reject all bids for Bid Document 1741-405 – D120/D140 Chiller Replacement – Foothill College

Action: In accordance with PCC 20651(b), rejected all bids for Bid Document 1741-405 – D120/D140 Chiller Replacement at Foothill College.

Motion by Laura Casas, second by Arjun Gadkari

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

23. Amendment #2 to Foothill College Library Renovation Facilities Lease with Kitchell CEM for the Building 3600 Renovation Phase at Foothill College (Measure C Project 121)

Authorized Pam Grey, Director of Purchasing Services, to execute Amendment #2 to the Facilities Lease with Kitchell CEM, and to accept a GMP in the amount of \$\$2,789,874 for the Building 3600 Renovation Phase of the Project.

Motion by Pearl Cheng, second by Laura Casas

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

24. Revised Improvement Maintenance Agreement between City of Sunnyside and District Assigning Maintenance Responsibilities to the City and Related Public Access Easement Deed

In response to questions from President Barram and trustee Cheng, Executive Director Kitchen explained that while the district retains ownership of a portion of Innovation Way, the agreement gives the city responsibility for maintenance of the street in perpetuity.

Action: Approved the revised Improvement Maintenance Agreement between City of Sunnyside and the District assigning maintenance responsibilities to the City and the Related Public Access Easement Deed.

Motion by Laura Casas, second by Bruce Swenson

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

25. Measure C Project List Revision with Foothill Budget Transfer #55, De Anza Budget Transfer #53

Action: Steve Kitchen, Executive Director of Facilities and Operations recommends that the Board approve the Bond Project List Revision with Foothill Budget Transfer #55, De Anza Budget Transfer #53

Motion by Betsy Bechtel, second by Laura Casas

Advisory vote in favor: Arjun Gadkari, Alexander Park

Final resolution: Motion carries

Aye: Pearl Cheng, Joan Barram, Betsy Bechtel, Laura Casas, Bruce Swenson

ADJOURNMENT

President Barram adjourned the meeting in memory of Jim Keller at 6:59 p.m.

Approved 3/7/16

Judy C. Miner

Secretary to the Board of Trustees