



Chancellor's Advisory Council

Meeting Agenda – April 28, 2023, 9:00-10:30 a.m.

District Office Building (D700), Board Conference Room 101

Zoom: <https://fhda-edu.zoom.us/j/88229281230?pwd=RitZOXZDVTV0OHFYdONmo1d2Z4UT09>

AGENDA TOPIC	PURPOSE/DESIRED OUTCOME	DISCUSSION LEADER
1. Welcome and introductions	<i>I</i> – Allow council members and guests to identify each other by name and constituent group represented and/or role at the colleges/district.	Judy Miner
2. Approval of March 17, 2023 meeting summary (coming soon)	A – Provide accurate record of previous meetings.	Judy Miner
3. Please review the drafts of the following Administrative Procedures: <ul style="list-style-type: none"> • Review Revised BP 3250 (to be revised to BP 3720 "Computer and Network Use") (First Reading) • Review Revised AP 3250 (to be revised to AP 3720 "Computer and Network Use") (First Reading) • Review Revised Draft BP 5030 Fees (First Reading) • Review Revised Draft AP 5030 Fees (First Reading) • Review New Draft AP 3200 Accreditation (Second Reading) • Review New Draft AP 3250 Institutional Planning (Second Reading) • Review New Draft AP 4025 Philosophy and Criteria for Bachelor Degree, Associate Degree and General Education (Second Reading) • Review New Draft AP 4102 Career and Technical Education Programs (Second Reading) • Review Revised Draft AP 7400 Travel (Second Reading) 	<i>I</i> – Allow council members the opportunity to preview the revised (9) Board Policies/Administrative Procedures.	Judy Miner
4. Accreditation items – Review the strategic plan documents (*First Reading of the documents listed below occurred at the October 28, 2022, CAC meeting) <ul style="list-style-type: none"> • Delineation of Functions Map* (Second Reading) • Planning Cycle graphic Update* (Second Reading) • Participatory Governance Org Chart Update* (Second Reading) • Strategic Plan refresh (to be shared by David Ulate) 	A – Council members to review and vote on the three (3) documents: <i>I/D – David Ulate will share the Strategic Plan refresh draft with the Chancellor’s Advisory Council during the meeting.</i>	David Ulate
5. Biennial request for input into Board’s performance in connection with self-evaluation (survey to be sent to Chancellor’s Advisory Council members the first week in May).	<i>I</i> – Receive input of Chancellor’s Advisory Council, Citizens’ Bond Oversight Committee, Audit & Finance Committee, and Foundation Executive Committee about the governing board’s performance	Judy Miner
6. 2023 District Opening Day Planning	<i>I/D</i> – Planning for the 2023 District Opening Day	Anu Khanna
7. Enrollment management (standing item)	<i>I/D</i> – Gain understanding of enrollment initiatives, provide feedback/advice, and share information with constituencies.	Kris Whalen Lloyd Holmes

8. Bay Area Council Economic Institute Tracking the San Francisco Bay Area's Pandemic Recovery	I/D – The Institute is partnering with the CBRE Tech Center to produce a rolling three-year analysis of economic recovery in the Bay Area.	Judy
9. District Governance Committee/Constituent Group Reports <ul style="list-style-type: none"> • Affordable Housing Task Force • District Budget Advisory Committee https://www.fhda.edu/about-us/participatorygovernance/B-district-budget-advisory-committee.html • Energy and Sustainability Advisory Committee https://www.fhda.edu/about-us/participatorygovernance/E-Energy-and-Sustainability-Advisory-Committee.html • Police Chief's Advisory Committee https://www.fhda.edu/about-us/participatorygovernance/G-Police-Chiefs-Advisory-Committee.html • Human Resources Advisory Committee/District Diversity and Equity Advisory Committee https://www.fhda.edu/about-us/participatorygovernance/F-hrac.html • Educational Technology Advisory Committee https://www.fhda.edu/about-us/participatorygovernance/D-Educational-Technology-Advisory-Committee.html 	I – Broaden awareness. Provide information for council members to disseminate to constituents about work/actions of districtwide governance groups and constituent groups.	All
10. Dates to remember/other information and updates	I – Share information for council members to disseminate to constituents.	All

I – Information, D – Discussion, A – Action

2022-23 Chancellor's Advisory Council meeting dates:

May 26, 2023 – HyFlex (in person and Zoom)

June 16, 2023 – (In Person)

Agenda Items for next meeting | May 26, 2023:

- Review Revised Draft BP 3050 Fees (Second Reading)
- Review Revised Draft AP 3050 Fees (Second Reading)
- Review Revised BP 3250 (to be revised to BP 3720 "Computer and Network Use") (Second Reading)
- Review Revised AP 3250 (to be revised to AP 3720 "Computer and Network Use") (Second Reading)

Topic: Chancellor's Advisory Council | 03/17/2023

Time: Mar 17, 2023 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://fhda-edu.zoom.us/j/88229281230?pwd=RitZOXZDVTV0OHFYn3dQNmo1d2Z4UT09>

Meeting ID: 882 2928 1230

Passcode: 936972

One tap mobile

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- +1 253 215 8782 US (Tacoma)
- +1 646 931 3860 US
- +1 689 278 1000 US
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 646 876 9923 US (New York)

Meeting ID: 882 2928 1230

Find your local number: <https://fhda-edu.zoom.us/j/88229281230>



Book	Administrative Procedures
Section	Chapter 3 - General Institution
Title	Accreditation
Code	AP 3200
Status	New
Legal	Title 5 Section 51016 ACCJC Accreditation Eligibility Requirement 21 ACCJC Accreditation Standards I.C.12 and 13
Origin	Legally required - Going for review at Academic and Professional Matters Committee meeting on 12/7/2022
Office	Chancellor's Office

(CCLC note: This procedure is legally required.)

De Anza College and Foothill College shall adhere to the standards and requirements identified by the Accrediting Commission of Community and Junior Colleges (ACCJC), a part of the Western Association of Schools and Colleges (WASC): a regionally, federally-recognized accrediting agency designated by the Board of Governors of the California Community Colleges. The District's College of Continuing Education program is accredited by the WASC Accrediting Commission for Schools.

The following guidelines apply to the District colleges' preparation of the comprehensive Self Evaluation of Educational Quality and Institutional Effectiveness Report (Self Evaluation Report) for reaffirmation of accreditation.

Under processes established by ACCJC, the colleges undergo a cycle of periodic evaluation through institutional self-evaluation and external peer review. ACCJC sets a seven-year cycle for evaluation and reaffirmation of accreditation. The review process includes four steps:

1. Internal evaluation
2. External evaluation
3. Commission review and accreditation action
4. Continuous institutional improvement

Each college president shall appoint an Accreditation Liaison Officer who is responsible for coordinating all necessary activities in preparation for the external evaluation by the visiting team and subsequent reports and visits. The college's Accreditation Liaison Officer, working with the President, will ensure that the Self-Evaluation process and all related reports are completed in a thorough and timely manner.

An Accreditation Steering Committee, in consultation with the Accreditation Liaison Officer, will establish a Self-Evaluation writing process and timeline that will include a broad representation of the college faculty, staff, and students.

The Chancellor shall appoint a district-wide Accreditation Liaison who is responsible for coordinating the districtwide activities for accreditation logistics, including compilation of districtwide information for the self-evaluation reports and coordinating the

external evaluation for all the institutions to ensure consistency and alignment in reporting districtwide processes.



**FOOTHILL-DE ANZA
Community College District**

Book	Administrative Procedures
Section	Chapter 3 - General Institution
Title	Institutional Planning
Code	AP 3250
Status	New
Legal	Title 5 Sections 56270 et seq. Title 5 Section 55510 Title 5 Section 55190 Title 5 Section 55080 Title 5 Section 54220 Title 5 Sections 53003 Title 5 Section 51027 Title 5 Section 51010 ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5 Title 5 Section 51008
Origin	Legally required - Going for review at Academic and Professional Matters Committee meeting on 12/7/2022
Office	Chancellor's Office

(CCLC note: This procedure is legally required.)

Each college president shall appoint an administrator who is responsible for the timely and accurate completion of required planning documents that include, but are not limited to:

- Educational Master Plan
- Facilities Plan
- Technology Plan
- Equal Employment Opportunity Plan
- Student Equity Plan
- Student Success and Support Program Plan
- Transfer Center Plan
- Extended Opportunity Program and Services Plan

The Colleges will engage faculty, students, classified professionals, administrators, and relevant external stakeholders in developing plans as guided and/or required by:

California Community Colleges Vision for Success
District and College missions

Foothill-De Anza Board of Trustees Priorities

Accreditation bodies

Legislation

The Colleges will document their processes for:

Curriculum development and approval

Approval of general education status

Approval of baccalaureate degree programs

Approval of associate degree programs

Communication and collaboration between the Colleges

Documentation shall include the positions responsible for accomplishing essential tasks and the timeline by which they must be completed within a typical cycle.