



COLLEGE COUNCIL MEETING

Thursday, March 23, 2005

Don Bautista

3:00 p.m. – 5:00 p.m.

DRAFT

Present: B. Baldwin, A. Callahan, N. Canter, R. Hansen, J. Hawk, L. Hearn, L. Jenkins, A. Khanna, A. LaManque, B. Murphy, B. Seabra, P. Setziol, D. Shannakian, M. Winters

Absent: A. Callahan, R. Covington, C. Espinosa-Pieb, R. Griffin, G. Ho, L. Jenkins, J. Miner, O. Patlan,

I. Burning Issues

- ◆ J. Hawk extended an invitation to College Council members to attend the Pay To Stay meeting on Tuesday, March 28 at 11 am. The group will be reviewing what's working and what's not. The Pay to Stay group will be making a recommendation at the Enrollment Management Task Force Retreat on March 29.
- ◆ L. Hearn announced the Teaching and Learning Conference scheduled for Friday, April 28 from 8:30-12:30.
- ◆ D. Shannakian announced the Classified Retreat scheduled for Friday, May 19.
- ◆ L. Hearn announced the April 27th-29th State Academic Senate meeting where President Murphy is one of the keynote speakers. The De Anza College Academic Senate is sponsoring two students to attend, in addition to De Anza Senate officers and others.
- ◆ A. Khanna suggested the Enrollment Management Task Force consider becoming a resource advisory group, similar to that of the Curriculum Committee. The group is charged with researching information that affects all areas of instruction.
- ◆ B. Murphy announced the Strategic Planning Process roll-out scheduled for May 4 and 5 which will involve campus and community members. Meeting participants are being finalized but will include academic senate, classified senate and student representatives. A draft document will be presented to College Council at a future date.

II. Meeting Minutes of March 9th were approved by consensus.

The March 9 meeting minutes were approved with the following changes:

- Section IV. Major Capital Construction Review Committee should replace College Council.
- The following sentence was added: "It was discussed that there is a need to ensure transparency and clear communication in the process for how bond projects will be prioritized."

III. Measure E Contingency

J. Hawk presented information regarding the Measure E Contingency and walked College Council through the line-by-line analysis. The De Anza College Measure E budget equals \$153M while expenses total \$102M, leaving a balance of \$51M. The current contingency goal is 5% or \$2.539M. J. Hawk reviewed known or foreseen expenses which have contributed to a contingency shortfall. As a result, four projects are being held to maintain the contingency: campus landscape, Forum building, Flint Parking Structure and Parking Lot E & Loop Road. In addition there are three projects that could be stopped or not started.

J. Hawk presented budget transfer #47 which includes the transfer of budget from Forum, Flint Center Parking Structure and Parking Lot D, E & Loop Road to the Planetarium renovation, A Quad and program contingency. The Measure E budget transfer was approved by the Major Capital Construction Review Committee.

IV. Performance Hall Schematic Design

J. Hawk provided several illustrations of the Visual and Performing Arts Center for review. The structure includes a 400-seat performance hall, large classroom, Euphrat Museum of Art Museum, and small courtyard. This design will be presented at the April 3 Board of Trustees meeting for approval. Construction on the \$13MM project will commence in June '07. Discussion followed regarding the uses of this structure, equipment needs, and policies regarding availability to off campus groups. College Council approved the Performance Hall Schematic Design by consensus.

V. '05-'06 Budget

J. Hawk provided information regarding the Maintenance and Operations Funding Proposal resulting from the increase in the square footage of the De Anza campus. Negotiations with Foothill College will take place about appropriations (possible 60/40 split). The \$930,000 proposal included custodial and grounds positions in addition to an Environmental Technician and Instructional Technology Technician. In the future, M&O dollars will be rolled into appropriations and added to the district base. A suggestion was made to look at per student funding or square footage per WSCH. College Council approved the M&O Funding proposal by consensus and J. Hawk will take forward to the district.

J. Hawk provided information regarding the proposed distribution of one-time basic skills funding which was approved by the Campus Budget Team on March 14. The proposal is based on historical data and is an allocation plan, not an expenditure plan. Discussion followed regarding our marketing efforts (targeted advertising and Director, Marketing & Communications position), growing programs and reviewing "at risk" programs. The breakdown was deemed fair and approved by College Council by consensus. The proposal will now be submitted to District budget for approval.