



Wednesday, October 21, 2020

Board of Directors Meeting

3:00-4:00 p.m. – Via Zoom

Board Present: Advani, Andersen, Banerjee, Bautista, Bewtra, Holmes, Khechfe, Davis, Dubin, Krause, Landsberger, Mahoney, Miner, Nguyen, Oropeza, Santora, Vaidhyanathan, Wong-Agbayani, Wong,

Board Absent: Sathaye, Klinke, Zebroski

Staff Present: Cima, Howell, Latta, West

Guests: Becky Bartindale – District Communications Coordinator; Marisa Spatafore – Associate VP of Communications and External Relations; Susan Cheu – Vice Chancellor Business Services.

Minutes

Welcome and Call to Order

- Cima requested that the board adjourn the meeting in honor of Jim Jackson, a longtime supporter of the Foothill-De Anza Foundation who passed away recently.

Approval of Minutes

- September Minutes Approved
 - Bautista moved; Mahoney seconded; motion carried unanimously

Finance Report – Wong-Agbayani

- Both the Executive Committee and Finance Committee of the board developed and reviewed the draft operating reserve policy, which was sent with the board packet. The purpose of the policy is to provide the foundation with guidelines on the use and development of the operating reserve.
- Per the draft policy, the Reserve Fund shall be equal to a minimum of six months of average recurring operating costs. This is also known as the “minimum operating reserve.” The average recurring operating cost shall be calculated as the average of the prior three fiscal years.
- The policy states that the reserve fund will be referred to as the “board designated fund.”
- Replenishment of the fund should occur within 36 months.
- When board designated funds are used, the Executive Director will have to report to the board about its usage. The Reserve Policy is up for review every 3 years, or sooner if needed.

Action – Approval of Reserve Policy

- Reserve Policy Approved
 - Krause moved; Bewtra seconded; motion to approve the policy as submitted carried unanimously

Chancellor’s Report – Miner

- Both campuses are reviewing a return to campus strategy based on feedback from the various constituent groups and prioritizing what would be the key services for students.
- Virtual instruction will continue through winter quarter. As of today, Santa Clara County moving into the “orange” tier from the “red” tier.
- There are two sets of reopening guidelines, one from the county and one from the state. The state requirements are less strict than the county requirements but FHDA is required to follow whichever entity has the stricter guidelines. The district itself can determine if stricter guidelines than the county are required.
- Miner said that Holmes, Nguyen and herself would be part of a local meeting with Santa Clara County community college athletics representatives to discuss what competitive athletics might look like and how teams might conduct appropriate COVID-19 testing.

President’s Report De Anza – Holmes

- Holmes described De Anza’s approach to planning potential reopening which started out by college leadership asking what instruction and the student experience would look like, and what would it look like for employees, and how would all those things impact the budget.
- Holmes highlighted that health and safety would be at the forefront of those conversations and that the conversations would be equity focused.
- De Anza’s enrollment is up from last year this quarter and is seeing increased enrollment from outside the districts service area including students located in southern California.
- Enrollment of first time, full time African American students at De Anza increased 35% this quarter.
- Holmes spoke about *De Anza Votes*, a campaign across the campus to educate students about voting and to communicate with them about their voting options.
- De Anza’s Office of Equity, along with campus groups like the Vasconcellos Institute of Democracy in Action (VIDA), Higher Education for AB 540 Students (HEFAS), and De Anza’s LatinX Association participated in Undocumented Student Action Week.
- Holmes invited the board to participate in the De Anza *Taste of History* virtual event to raise money to support the California History Center and the Euphrat Museum of Art. The Taste of History event will be part of a three part event series,

with the first on October 28th and the 2nd event in February with hopefully a late Spring in-person event.

President's Report Foothill- Nguyen

- Foothill College will be highlighted along with 3-5 other community colleges by the Community College State Chancellors office for their display of "courageous leadership." The 45-minute webinar will include Foothill College administrators, faculty and staff sharing advice with colleagues around the state on how best to engage in equity work.
- The State Chancellor's Office was also interested in scaling up Foothill's student tech ambassador program. The tech ambassador program uses foundation funds to pay students to help other students with technology questions related to virtual learning.
- Nguyen participated in a panel for the Association for Independent California Colleges and Universities (AICCU) on the topic "Race and the American University: Where do we go from here?" Nguyen highlighted dual enrollment as a tool to increase racial equity as it breaks down the structural barrier between high school and higher education and enables student success.
- Nguyen thanked the Foundation board and reminded them that when the federal government put restrictions on CARES Act funding, Foothill was able to use Foundation funds to provide aid to students.
- A contact-tracing course will be offered at Foothill. Foothill will pay a cohort of students to participate in the contract-tracing course.
- Both Presidents spoke about ways to retain students over time as a priority not only for enrollment but for student success.

Foundation Report – Cima

- Cima requested that board members sign and return their conflict of interest forms to him as soon as possible.
- The SAGA foundation gave a \$35,000 gift to Foothill to support student veteran housing. They had previously given \$25,000 for the same purpose.
- Cima invited all board members to join the Taste of History event being held virtually as part of De Anza's Arts and Activism series of events.

*Meeting adjourned in honor of Jim Jackson 4:00 pm
Next meeting November 21st via Zoom*