



**March 23, 2022**

**Board of Directors Meeting**

**5:00-6:30 p.m. – Via Zoom**

**Board Present:** Andersen, Banerjee, Bautista, Bewtra, Casas, Cheng, Chuck Fong, Davis, Dubin, Holmes, Khechfe, Klinke, Krause, Mahoney, Miner, Oropeza, Sathaye, Vaidhyanathan

**Board Absent:** Advani, Agbayani, Kniss, Santora

**Staff Present:** Cima, Howell, Latta, Reilly, West

**District Staff Present:** Becky Bartindale, Simon Pennington, Marisa Spatafore

**Minutes**

**Welcome and Call to Order**

**Introduction of De Anza's new Director of Development, Melanie Reilly**

**Approval of Minutes**

- January 2022 Meeting Minutes Approved
  - *Action: Mahoney moved to adopt the minutes; Davis seconded. The motion carried unanimously; minutes approved.*

**Finance Report – Latta**

- Latta reported that as of December 2021, the Foundation raised nearly \$3 million of the projected \$4.9 fundraising forecast for FY21-22.
- A little over \$100,000 was raised for the unrestricted Chancellor's Circle fund this year. This number is slightly less than the previous fiscal year because some Chancellor's Circle gifts were redirected to the Hope Initiative.
- As of December 2021 the Foundation had \$59M in assets, but since then there have been market fluctuations.
- The transition from TIAA-Kaspick to Vanguard was completed on February 28<sup>th</sup>. The Finance Committee met with the Vanguard representatives. Latta asked for the board to bear with the staff and finance committee as they would be processing dual reports for the next few months.
- Latta thanked the Audit Committee for their work on the IRS Form 990, it is in the process of being reviewed by committee members
- Updates to the foundation's investment policy are underway. The Finance Committee will review the final draft and submit to the foundation board.

## **First Reading: Amendment to Board Bylaws concerning Investment Manager Selection – Cima**

- Cima proposed that Article 6, Section V, be updated to read that the Finance Committee screens and recommends an investment management firm rather than chooses the firm.
- The second change Cima proposed would be to clarify that Foundation financials are reported regularly to the board of directors. Khechfe recommended that rather than using the word ‘regularly’ that the bylaws be clarified even further by saying that reporting is done at board meetings or at least quarterly.
- After discussion Cima recommended that bylaws state that reporting be done at regularly scheduled board meetings. The next reading of the proposed changes will be brought to the board in May.

## **Report on Action(s) by Executive Committee – Cima**

- Cima reported that the Executive Committee acted on behalf of the board on March 14, 2022, and voted that the March 23, 2022, board meeting be held virtually.

## **Resolution Authorizing Remote Meetings – Cima**

- Cima reminded the board that to continue to meet virtually, the board had to vote to authorize the Executive Committee to vote to hold meetings virtually within the 30-day window required by the Brown Act.
- Bewtra suggested that since the schedule of meetings related to whether the board needed to authorize remote meetings that there be a discussion about the schedule of meetings for the rest of 2022.
- Before 2020 the board would meet on odd-numbered months.
- The board came to consensus that they would like to meet in person every odd month and that the board should host a virtual or in-person community town hall in the month of October.
- The 2022 meeting calendar will be updated to reflect the changes (i.e., meetings in May, July, September and November)

## **Foundation Town Hall Debrief – Cima**

- Cima asked the board for feedback regarding the last virtual town hall.
- Bewtra wanted to highlight the work of programs like the KCI at the next town hall as it was a great demonstration of the unique partnerships being made with K-12 schools for professional development.
- Banerjee floated the idea of possibly having an in-person town hall at some point, giving current board members more of an opportunity to network.
- Both Bewtra and Krause mentioned that the one-hour duration was the perfect amount of time since it was in the evening and around dinner.

- Casas supported the idea of an in-person town hall and thought it would be a great way to introduce new potential donors to Foothill-De Anza.

### **Chancellor's Report – Miner**

- Miner testified to the Board of Governors on behalf of the trustee area elections and its maps. The Board of Governors approved the maps and the first area election will be held this November. Of the five new areas two elections will be held in 2022 and the other three will be held in 2024.
- On March 14 there was a reception held for new tenured faculty. Miner highlighted the quality of the faculty and the hard work the committees did to find and screen all the candidates.
- Miner thanked Foothill Commissioner Asha Guha for her work with the Peninsula College Fund who invited Miner and Leigh Howell to read scholarship applications. For the first time, the PCF accepted applications from Foothill students.
- Miner announced that Chuck Fong would be staying as Interim President through December of 2022. The search for the next Foothill College President will begin in the fall quarter.
- With the war in Ukraine continuing there has been an outpouring of support from faculty staff and students for those in the Foothill-De Anza community who have been affected.
- The district will be holding a professional development day on April 4<sup>th</sup> on campus with two morning presentations focusing on mental health for both faculty, staff and students.
- There is still a districtwide indoor mask mandate for offices that are public facing and for classrooms.
- There was a discussion about Miner's announced retirement on September 1, 2023. Miner said that it will have been 35 years with the district and that she appreciated all the wonderful messages she received after her announcement. Miner will still serve on several boards after her retirement including the Silicon Valley Community Foundation and Year Up. Miner will also continue her role as a faculty member at the UC Berkeley Executive Leadership Academy.

### **President's Report Foothill – Chuck Fong**

- Chuck Fong highlighted the importance of the upcoming professional development days. Foothill will have its own campus professional development day on April 5<sup>th</sup>. The day includes a performance of the Physics show as well as emotional support animals on campus for students, faculty and staff.
- Pennington highlighted Foothill's dual enrollment summit, bringing 18 high school partners together. The goal of dual enrollment is to create career pathways for underserved high school students. Data shows that the students who participate in

dual enrollment have a greater success rate once they transition into higher education.

- Currently Foothill is working to partner with facilities who house incarcerated youth and provide them dual enrollment opportunities. Other schools have mentioned interest in pathways in nursing and auto tech. Pennington is working with De Anza college to facilitate those connections.
- The first in person Day on the Hill will be on April 23<sup>rd</sup>. Invitations were sent out to the local service area including Palo Alto, Mountain View and Los Altos. The event will give prospective students the opportunity to meet with faculty and staff and learn about the various offerings at the campus and campus tours.

### **Presidents Report De Anza – Holmes**

- Holmes expressed his excitement for adding Reilly to the Foundation and De Anza teams.
- April 30<sup>th</sup> is enrollment day at De Anza which, like Day on the Hill at Foothill, will be an opportunity for prospective students and community members to learn more about the campus.
- Holmes thanked the Foundation staff for the invitation to speak to the Foothill Commission at their upcoming meeting. Holmes thanked Banerjee and the Cupertino Rotary for their work supporting De Anza veterans.
- Holmes will speak at the American Academy of Higher Education Forum in June.
- The De Anza Design and Manufacturing program received a grant from the National Science Foundation which will be \$525,000 over three years. The National Science Foundation has a technological education program, and these funds will help De Anza meet the growing needs of skilled manufacturing.

### **Foundation Report**

- Krause let the board know that the *Los Altos Town Crier* had an event to present checks to various organizations who were recipients of their annual Holiday Fund. Both the Krause Center for Innovation and the Foothill College Veterans Resource Center received donations from the Holiday Fund.
- Cima announced that the Foundation had received another gift from the SAGA Foundation for \$35,000 to support Foothill student veteran housing grants.
- The Hope Initiative has raised nearly \$400,000 dollars. Cima let the board know he would be reaching out to each of them individually to work on coming up with plans to make connections and set up meetings with potential donors and foundation staff and college leadership. Cima thanked the board for matching the anonymous \$25,000 given to the Hope Initiative. The board ended up raising \$40,000. Cima noted that we do not have 100% board participation in giving to the Hope Initiative.
- Cima asked the board to share the most recent Foundation newsletter with their networks on social media.

- The board of trustees received a grant from the Aspen Institute which has manifested in the Foundation partnering with a group called AMF Media to produce a series of videos highlighting the importance of Foothill and De Anza on the local community and economy.
- Cima presenting to the Hispanic Foundation of Silicon Valley's *Latino Leadership Board Academy* to introduce the Foothill-De Anza Foundation to those individuals and work to recruit new board members. Cima asked the board to keep in mind individuals that might make good board members and to help facilitate meetings between those individuals and foundation staff.
- Cima reminded the board that it was scholarship season and how impressive Foothill and De Anza students are. Cima thanked the board for continuing to support students.

*Meeting adjourned in memory of Mr. Sean Ahrens*

*Meeting was adjourned at 6:35 p.m.  
Next meeting May 25th (5:00 p.m.)*