

**The meeting was called to order at 6:03 p.m.**

**Board members present:** President Miljanich, Vice President-Clerk Mandelkern, Trustees Hausman, Holober and Schwarz; and Student Trustee Burns

**Others present:** Chancellor Galatolo, Executive Vice Chancellor Keller; Vice Chancellor Joel; College of San Mateo President Kelly; Cañada College Vice President Lucas-Woods (for President Perez); Skyline President Morrow; and District Academic Senate President Beringer

**Pledge of Allegiance**

**DISCUSSION OF THE ORDER OF THE AGENDA**

None

**MINUTES**

It was moved by Trustee Hausman and seconded by Trustee Mandelkern to approve the minutes of the Regular Meeting of January 26, 2005. The motion carried by a vote of 4-0, with President Miljanich abstaining since she had not attended the meeting.

It was moved by Trustee Hausman and seconded by Trustee Holober to approve the minutes of the Study Session of February 9, 2005. The motion carried, all members voting "Aye."

**PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS**

None

**STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES**

Executive Statements/Reports covering recent activities, events, and staff honors at the Colleges and Chancellor's Office were presented by Chancellor Galatolo, Executive Vice Chancellor Keller, Cañada Vice President Lucas-Woods (for President Perez), CSM President Kelly, Skyline President Morrow; District Academic Senate President Beringer; and Skyline Student Representative Barcala.

Adding to her written report, CSM President Kelly reported that she has been informed by Linda Asbury, President of the San Mateo Chamber of Commerce, that the District and its three Colleges are the recipients of the Francis Bohannon Legacy Award. The date and details of the award ceremony will be forthcoming. Chancellor Galatolo said that he expects to attend and that the College Presidents and at least one Board member should plan to do likewise.

Executive Vice Chancellor Keller announced that the second bond allocation of \$70 million was successfully sold earlier in the day.

Skyline Associated Students President Ilka Barcala described a number of recent events sponsored by the Student Association. She said that Halloween goody bags were prepared for children in the Skyline Children's Center; a Winter potluck celebration was provided for Children's Center children and their parents, providing food, decorations and gifts for more than 40 children; and Christmas gifts were purchased for a needy family with seven children. During HIV/AIDS Awareness Week (November 29 – December 3), the Student Association sponsored various informative activities, including guest speakers currently living with AIDS or HIV, distribution of pamphlets and information on ways that individuals can arm themselves against contracting the virus, etc. In commemoration of African American History Month, the Student Association designed a quiz to challenge students, with prizes ranging from a \$500 scholarship to \$25-\$50 gift certificates. The Association also expects to contribute funds to the WOW! Conference, Skyline's 35<sup>th</sup> anniversary celebration, and graduation activities.

Copies of the Executive Statements/Reports were available for distribution at the meeting and are attached to the official minutes of record.

**STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

None

**NEW BUSINESS**

**APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (05-2-2A)**

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the actions in Board Report No. 05-2-2A. The motion carried, all members voting "Aye."

**APPROVAL OF CONSENT AGENDA (05-2-1CA AND 05-2-2CA)**

The Consent Agenda consists of the following board reports:

05-2-1CA	Approval of construction consultants
05-2-2CA	Adoption of Resolution No. 05-2 declaring an exemption under the California Environmental Quality Act (CEQA) for projects at Cañada College, College of San Mateo and Skyline College

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the Consent Agenda. The motion carried, all members voting "Aye."

**MIDYEAR BUDGET REPORT, 2004-05 (05-2-100B)**

It was moved by Trustee Mandelkern and seconded by Trustee Holober to approve budgetary transfers and income adjustments for the period ending December 31, 2004, as described in the report.

Executive Vice Chancellor Keller expanded on the report, first commending Senior Financial Analyst Debbie Carrington on the thoroughness and excellence of her work in developing the document. He noted that midyear information is somewhat limited and that there is still no word from County Counsel as to the property tax issue. He also said that, because negotiations are not yet concluded, compensation costs are somewhat unknown. He said that budget information is now disseminated in the District on an ongoing basis through the Budget and Finance Committee, rather than periodic reports. He also said the Chief Financial Officer Blackwood has met with groups at each College to explain the resource allocation model, thereby allowing the Colleges to make adjustments and refinements based on that information. In addition the Budget and Finance Committee continues to meet regularly to exchange information and streamline procedures. He said that a decision will need to be made regarding whether to "borrow" in anticipation of enrollment decline. He also said that the District has requested approval to change the Bookstore fiscal year from June 1 – May 31 to July 1 – June 30, to be consistent with other administrative units in the District.

Following the Executive Vice Chancellor's report, the motion carried, all members voting "Aye."

**APPROVAL OF OPINION RESEARCH SERVICES (05-2-101B)**

It was moved by Trustee Holober and seconded by Trustee Hausman to approve opinion research services described in the report provided by Godbe Research & Analysis according to the described timeline in an amount not to exceed \$33,500.

Director Christensen expanded on the report. She said that, to date, the District has expended or committed approximately \$150 million of the \$207 million bond that was approved by voters in November 2001 (Measure C). She also said that, in addition, District staff has worked aggressively to secure additional State, local and private funding to supplement the Measure C funds. To date the District has secured more than \$90 million from these sources and is optimistic that it will secure another \$20 million for facilities projects from various State sources. She reported that the District will expend all Measure C funds by mid-2006. She said that the District believes that a second bond measure may be necessary in order to complete the Capital Improvement Program. She said that, if the District were to proceed with another bond measure,

District must first assess a number of factors, including identifying spending priorities of San Mateo County voters, determining the best election date (November 2005 or June 2006), identifying the maximum tax threshold, identifying potential arguments for/against a College bond and identifying issues of importance to County voters. Accordingly, she said that the District recommends that Godbe Research and Analysis (the firm that was previously hired by the District for opinion research), to conduct a voter survey. She advised that, as was the case with the earlier bond measure, it is imperative that other expected items on the ballot be examined carefully and that timing of a bond ballot measure is critical. Trustee Holober stated that, at this point, the items on a November 2005 ballot are uncertain and that this matter may need to be reexamined in June 2005.

Following discussion, the motion carried, all members voting “Aye.”

#### **2005 REPORT TO THE COMMUNITY FROM THE BOND OVERSIGHT COMMITTEE (05-2-3C)**

Director Christensen presented the report. She stated that the Bond Oversight Committee is charged with the responsibility to assure voters that Bond proceeds are expended only for construction, reconstruction, rehabilitation or replacement of College facilities in compliance with the projects listed in the Measure C ballot language, and that no funds are used for faculty or administrative salaries or for other operating costs. A financial and performance audit was also conducted by the accounting firm of Vavrinek, Trine, Day & Co., which found that the financial statements present fairly the financial position and results of operations. The performance audit showed that the use of bond funds was consistent with the stated purposes of the bond measure that was approved by the voters.

Director Christensen described the major activities that have taken place during the past year including groundbreaking and start of construction of two flagship buildings – the Student Union and Science Annex at Skyline College and the Science Building at College of San Mateo. Additionally, as a result of Districtwide energy efficiency projects on the campuses the District received an energy rebate of \$883,000 from PG&E and will realize ongoing energy savings of approximately \$1 million annually. Furthermore, there has been extensive infrastructure repair at all three Colleges.

According to Director Christensen, the Bond Oversight Committee is pleased with the results of the District’s efforts and will be publicizing its report on the District’s web site and in an upcoming District newsletter.

#### **STATEMENTS FROM BOARD MEMBERS**

Trustee Hausman reported that she enjoyed the retirement reception for Grace Sonner, who she said has been a valuable asset to CSM and the District and who will definitely missed.

Trustee Schwarz reported that she also attended Grace Sonner’s reception and additionally had the opportunity to meet the new Bookstore Manager, Tom Bauer, at a recent “meet-and-greet” occasion. She added that such an occasion is an excellent idea and should be incorporated into future activities. She also mentioned that the Bay 10 dinner would be held on March 21 at Diablo Valley College. In addition, she said that the Board endorses Richard Holober as the legislative representative to the San Mateo School Boards Association. She also suggested that nominations to the CCCT Board of Directors be agendized for the March 16 agenda,

Trustee Mandelkern reported that he attended “Daughter from Danang”, a presentation offered at Skyline by the Museum of Tolerance alumni. He also had occasion to view a DVD called “Jeeterbugs” that had been given to the Board during the February 9 Study Session at KCSM. He considers it a fine offering. CSM President Kelly added that she and Marilyn Lawrence, KCSM General Manager, recently went to Washington DC to promote PBS; she said that Ms. Lawrence is an outstanding and enthusiastic representative and supporter of public television.

Student Trustee Burns said that he enjoyed the tour that the Board was given at the last Board meeting and pointed out that many students do not have that opportunity. He also reported that he attended a CCLC conference on January 29 and 30, during which he met with other Student Trustees from around the State. He said that State Chancellor Drummond addressed the group and that Student Trustee Burns had an opportunity to speak with Chancellor Drummond privately .

President Miljanich said that she has been asked to join the San Mateo County Mental Health Commission; she is very interested in this and asked for the Board’s OK. She also asked whether there were others in the audience who had an

interest; CSM Vice President Griffin responded that she is already a member of the commission and will work with President Miljanich.

**COMMUNICATIONS**

None

**The Board of Trustees recessed to Closed Session at 7:00 p.m.**

**The Board reconvened to Open Session at 8:15 p.m.**

**CLOSED SESSION ACTIONS TAKEN**

President Miljanich reported that, at the Closed Session conducted this evening, the Board discussed collective bargaining matters with Negotiator Joel; no action was taken.

**ADJOURNMENT**

The meeting adjourned by consensus at 8:15 p.m.

The next Regular Meeting of the Board will be March 16, 2005, beginning at 6:00 p.m. in the District Board Room.

Submitted by

Ron Galatolo  
Secretary

Approved and entered into the proceedings of the March 16, 2005 meeting.

Dave Mandelkern  
Vice President-Clerk