

September 28, 2005
San Mateo, California

The meeting was called to order at 6:05 p.m.

Board members present: President Miljanich, Vice-President Clerk Mandelkern, Trustees Hausman, Holober, and Schwarz; and Student Trustee Burns (arrived at 6:15)

Others present: Chancellor Galatolo, Executive Vice Chancellor Keller, Skyline President Morrow; Cañada Interim President Mohr, CSM President Kelly; and District Academic Senate Nick Kapp

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Trustee Holober and seconded by Trustee Schwarz to approve the minutes of the Regular Meeting of August 17, 2005. The motion carried, all members voting "Aye."

It was moved by Trustee Hausman and seconded by Trustee Mandelkern to approve the minutes of the Study Session of September 14, 2005. The motion carried, all members voting "Aye".

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

None

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo reported that there would be no report from student representatives during this meeting. He also commented on the recent death of Pete Uccelli, who had been a supporter and friend of the District for many years. The Chancellor asked that this evening's meeting be adjourned in memory of Mr. Uccelli.

Adding to her written report, Skyline President Morrow noted that William Watson, Skyline Director of Workforce Development, recently attended ceremonies that honored Skyline College as the recipient, from the San Mateo County Human Services Agency, of the 2005 Success Award in the Community Partner Category. The award acknowledges the Skyline College Bio-Manufacturing Certificate Program and Gateway Program partnership with the San Mateo County Workforce Investment Board and Genentech, Inc. Skyline was cited for its excellence in helping San Mateo County residents achieve economic self-sufficiency.

CSM President Kelly distributed to the Board and audience a report citing the key accomplishments of CSM's Student Services Division during the 2004-05 academic year.

Cañada Interim President Mohr circulated photos of the improved athletic fields at Cañada College.

District Academic Senate President Kapp reported that workshops addressing the topic of Student Learning Outcomes will be conducted at each of the Colleges.

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 (05-9-2A)

It was moved by Trustee Mandelkern and seconded by Trustee Schwarz to approve the actions in Board Report No. 05-9-2A. The motion carried, all members voting "Aye".

APPROVAL OF CONSENT AGENDA (05-9-1CA – 05-9-5CA)

The consent Agenda consists of the following board reports:

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|----------|--|
| 05-9-1CA | Approval of off-campus facilities, 2005-06 |
| 05-9-2CA | Approval of payment to the South Bay Regional Public Safety Training Consortium for the 2005-06 Peace Officers Training Academy – College of San Mateo |
| 05-9-3CA | Ratification of fourth quarter District warrants, 2004-05 |
| 05-9-4CA | Disposition of surplus property |
| 05-9-5CA | Augmentation to contract with Chevron Energy Solutions for energy efficiency upgrades - Districtwide |

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

CONTRACT AWARD FOR THE 2005 DRAINAGE AND PAVING PROJECT – SKYLINE COLLEGE (05-9-105B)

It was moved by Trustee Schwarz and seconded by Trustee Hausman- to award the contract for construction of the Skyline 2005 drainage and paving project to Interstate Grading & Paving, in an amount not to exceed \$481,916. The motion carried, all members voting "Aye."

CONTRACT AWARD FOR ROOFING REPLACEMENT – DISTRICTWIDE (05-9-106B)

It was moved by Trustee Holober and seconded by Trustee Hausman to award the contract for roofing replacement to Alcal-Arcade Roofing in an amount not to exceed \$1,249,541.85. The motion carried, all members voting "Aye".

APPROVAL TO EXECUTE A COMMUNICATIONS SITE USE PERMIT WITH OMNIPOINT COMMUNICATIONS (T-MOBILE) – COLLEGE OF SAN MATEO (05-9-107B)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the agreement with OmniPoint Communications, Inc. (d/b/a T-Mobile) for installation of wireless communications equipment at College of San Mateo, as detailed in the report. The motion carried, all members voting "Aye."

UPDATE ON NEW BOOKSTORE SYSTEM (05-9-2C)

Director of General Services Rick Bennett opened discussion, describing the extensive process by which District and Bookstore requirements were identified to vendors, resulting in the selection of the MBS as the vendor for the new Bookstore system. Because of the features of MBS, the District netted significant savings on purchases, including inventory management solutions, point of sale solutions, accounting, online sale and web services, and customer relationship management.

District Director of Bookstore Operations Tom Bauer described the advantages of MBS, including greater opportunities for used books, with pricing specific to the SMCCCD. Inventory management features include electronic ordering, multi-store inventory management, integrated buyback and a standardized database, allowing for greater bookstore efficiency. In addition, the system provides for textbook rental, especially for early childhood education texts, and digital texts, slated for Fall of 2006.

The point-of-sale (POS) feature provides rapid, reliable and accurate transactions. The accounting feature provides flexible, Districtwide reporting, eliminating double data entry, leading to more efficient financial reporting. The web module allows for seamless integration with POS, providing for text management and student schedule integration, with student links to books from the Websmart registration module. In terms of customer relationship management, the new system features maintenance of a purchase history and rewards for purchases, targeted discount opportunities and buyback. Comprehensive training is to be provided, including hands-on, curriculum-based, on-site, user group and e-training via the Internet.

Overall, the new system will result in reduced payroll, increased bottom line, improved student services, more used textbooks, digital texts and quicker transactions. The College Bookstores are now well positioned to provide superior service for at least the next 10 years.

The Board and Chancellor Galatolo expressed their appreciation for the report and for the efforts of everyone involved in the process.

STATEMENTS FROM BOARD MEMBERS

Trustee Hausman reported that she had received a letter from Coleman Campbell, a local resident and member of the Bond Oversight Committee. Mr. Campbell wrote to Trustee Hausman in response to her comments at a recent Board meeting regarding textbooks on the Internet.

Trustee Holober reported that he attended a recent meeting of the San Mateo County School Boards Association and heard a report on several propositions that are one the Statewide November ballot. He asked the Board to consider preparing resolutions in response to those that affect community colleges.

Trustee Schwarz reported that she attended the recent ribbon cutting ceremony for the renovated Building 18 at College of San Mateo; she said the improvements are dramatic.

COMMUNICATIONS

None

The Board recessed to Closed Session at 7:10 p.m.

The Board reconvened to Open Session at 7:40 p.m.

CLOSED SESSION ACTIONS TAKEN

President Miljanich reported that, at the Closed Session conducted earlier, the Board considered the personnel items listed on the printed agenda and voted 5-0 to approve the actions in Board Report No.1-A.

ADJOURNMENT

By consensus, the meeting was adjourned at 7:40 p.m. in memory of Pete Uccelli.

The next meeting of the Board will be a Study Session on Tuesday, October 11, beginning at 4:30 p.m. at Skyline College, Gallery Theatre; this is a joint meeting with the San Bruno City Council.

The next Regular Meeting of the Board will be October 26, 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 October 26, 2005 meeting.

Dave Mandelkern
Vice President-Clerk