

Minutes
August 16, 2006
San Mateo, California

The meeting was called to order at 6:08 p.m.

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

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

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Trustee Hausman and seconded by Trustee Holober to approve the minutes of the Study Session of the Board of July 12, 2006. The motion carried, all members voting "Aye."

It was moved by Trustee Hausman and seconded by Trustee Holober to approve the minutes of the Regular Meeting of the Board of July 26, 2006. The motion carried by a vote of 3-0, with President Mandelkern and Trustee Miljanich abstaining, since they had not attended the meeting.

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

None

STATEMENTS FROM EXECUTIVES

Executive Reports were presented by Chancellor Galatolo, Skyline President Morrow, CSM President Kelly, Cañada President Mohr, Executive Vice Chancellor Keller, and District Academic Senate President Kapp.

Chancellor Galatolo provided an update on the Tuition Assistance Plan (TAP) which had its genesis with the Board. He said that the program was launched in Summer 2004. When registering, students can choose to give a gift of \$20, \$10, or \$5. These funds are deposited into the Friends of CSM, Friends of Skyline and Cañada Cares accounts. The scholarship directors at the Colleges are then responsible for the distribution of these funds. The total received for 2004-05 was \$13,497 and for 2005-06 the total was \$13,836. The Foundation and the Colleges are very appreciative of these funds.

Executive Vice Chancellor Keller reported that the District is working on closing the books for the 2004-05 fiscal year and that the final budget for 2006-07 will be presented for Board approval at the September 11 Board meeting.

District Academic Senate President Kapp expressed his appreciation to the IT department for their efforts to provide a smooth transition between the end of summer session and the start of the Fall semester, which was a very brief turnaround time.

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

UNFINISHED BUSINESS

APPROVAL TO PURSUE CURRICULUM DEVELOPMENT: COLLEGE OF SAN MATEO DENTAL HYGIENE PROGRAM (06-7-102B)

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to approve proceeding to the curriculum phase of program development for a College of San Mateo Dental Hygiene Program.

In discussion, CSM Vice President of Instruction Claire presented an extensive report, noting that CSM has completed a preliminary investigation regarding the development of a Dental Hygiene program. He stated that this two-year program would be offered in a cohort format, with a total of thirty students in each cohort. Program capacity would be a maximum of 60 students per academic year.

CSM would offer the program at an off-campus location. He said that the preliminary investigation consisted of three elements: estimate of net program costs, review of program approval and accreditation processes, and assessment of net regional labor market demand.

Regarding fiscal considerations, Vice President Claire said operating revenue is estimated at \$417,000 with operating expenses at \$1.2 million, leaving a projected net operating deficit of \$878,000 annually, most of which would be covered by bond funds, the District's general fund and California Dental Association (CDA) dues. A lease would be in place at an off-campus location (the IDEA facility in Foster City) and the lease cost would cover use of the facilities, leasehold improvements and equipment for a period of 10 years. In addition, start-up costs of \$140,000 are anticipated. CSM expects to apply for a \$50,000 grant from the CDA to defray a portion of these expenses. Dr. Robert Lamb, a principal with IDEA, stated that the CDA would increase its membership dues to help support the program. Dr. Lamb added that the lease includes costs for office staff, except for professional staff.

Vice President Claire continued with a description of the program approval process, which includes approval from the State Chancellor's Office (to qualify for State apportionment funding). CSM's Academic Senate must also approve the curriculum before the program can be submitted to the Board of Trustees and to the State Chancellor's Office. The program would include a stringent accreditation process administered by the Commission on Dental Accreditation (CODA), which includes a self-study report that includes more than 50 standards in six general categories covering institutional effectiveness, the educational program, administration, faculty, staff, educational support services, health and safety provisions, and patient care services. Pending the results of one or more site visits, the program would be granted initial accreditation status. The College would need to employ a full-time director at least one year in advance of program operation to develop the curriculum, prepare the initial accreditation self-study report, and to guide program start-up efforts.

Vice President Claire reported that the analysis of labor market supply included examination of data from the Metropolitan Statistical Area (MSA), which encompasses the greater Bay Area (north to Marin County, east to Alameda and Contra Costa Counties, and South to Santa Clara County). He said that the programs at Diablo Valley College and Foothill College were examined in order to develop an estimate of the regional market supply over the next ten years. The estimate generated from this analysis indicated that the total regional market supply will average 117 hygienists per year (including CSM). He said that it is more difficult to develop a reliable estimate for regional market demand. Examination of Labor Market Information (LMI) proved to be insufficient to predict demand. However, additional data from the 2003 Dental Survey prepared by the UCLA Center for Health and Policy Research and the CDA suggests that there is a greater need for hygienists in the Bay Area than in the State as a whole.

The Board extensively discussed this matter and expressed their interest, concerns and enthusiasm about undertaking such a program. The members agreed that such a program could provide employment opportunities in a skilled, high-wage profession and would contribute to enrollment growth in the District due to the requirement that students fulfill prerequisite courses before continuing with clinical training.

Following discussion, the Board asked that the decision be tabled for a time to allow members to examine additional information to be provided by staff. Further discussion and a final vote on the matter will be heard at a Special Meeting to be held at 9:00 a.m. August 23, 2006 in the District Board Room.

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (06-8-1A)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the actions in Board Report No. 06-8-1A. The motion carried, all members voting "Aye."

APPROVAL OF REVISION TO MISCELLANEOUS PAY RATES SALARY SCHEDULE (06-8-2A)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the revision of the Miscellaneous Pay Rates Salary Schedule, effective August 17, 2006, to include the addition of Accompanist paid by stipend for each semester worked. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA (06-8-1CA - 06-8-8CA)

The Consent Agenda consists of the following board reports:

06-8-1CA	Revision of District Conflict of Interest Code
06-8-2CA	Approval of off-campus facilities, 2006-07
06-8-3CA	Approval of Community College League of California (CCLC) membership dues – 2006-07
06-8-4CA	Declaration of surplus property
06-8-5CA	Contract extension for unit price window treatment – Districtwide
06-8-6CA	Approval of extension of contract with Prestige Graphics, Incorporated, for printing and mailing services

06-8-7CA	Approval to execute an amendment to the agreement with Strata Information Group
06-8-8CA	Acceptance of external grant funds

Trustee Hausman asked that Board Report No. 06-8-6CA be set aside for separate discussion. President Mandelkern asked that Board Report No. 06-8-7CA be set aside for separate discussion. Following those requests, it was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the Consent Agenda as amended. The motion carried, all members voting "Aye."

APPROVAL OF EXTENSION OF CONTRACT WITH PRESTIGE GRAPHICS, INCORPORATED, FOR PRINTING AND MAILING SERVICES (06-8-6CA)

Responding to a question from Trustee Hausman, ITS Director Vaskelis explained that the two figures shown in the report (an estimate of \$77,550 and request for approval of \$100,000) allow the District, based on demand for services, to expend as much as \$100,000 without needing to request a contract augmentation. With that information, it was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the extension of this contract. The motion carried, all members voting "Aye."

APPROVAL TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH STRATA INFORMATION GROUP (06-8-7CA)

In response to President Mandelkern's query, Chancellor Galatolo explained that this contract extension allows for continued, ongoing service to the District, service that has been exemplary.

With that information, it was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the amendment of this contract. The motion carried, all members voting "Aye."

AUGMENTATION OF CONSTRUCTION CONTRACT FOR SKYLINE COLLEGE BUILDING 6, STUDENT SUPPORT & COMMUNITY SERVICES CENTER, AND BUILDING 7A, SCIENCE ANNEX (06-8-100B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to authorize augmentation of the existing Design-Build contract with Hensel Phelps Construction Company in an amount not to exceed \$2,500,000 for exterior improvements adjacent to the project site.

In discussion, Executive Director Nunez stated that all elements of landscaping have been incorporated in this augmentation and that it is still a design-build project as well as one incorporating the Project Labor Agreement.

Following discussion, the motion carried, all members voting "Aye."

APPROVAL OF 2006 FACILITIES MASTER PLAN – DISTRICTWIDE (06-8-101B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the 2006 Facilities Master Plan.

Executive Director Nunez acknowledged the work of the Steinberg group and the College constituencies who worked to identify and incorporate educational programmatic needs, identify issues that require creative solutions, develop options, review the options, and identify the final solutions that comprise the 2006 Facilities Master Plan. The Master Plan will be the basis of capital construction projects in the coming years.

Following Executive Director Nunez's comments, the motion carried, all members voting "Aye."

DISTRICT'S RESPONSE TO THE SAN MATEO COUNTY CIVIL GRAND JURY'S REPORT ON THE NURSING SHORTAGE IN SAN MATEO (06-8-1C)

The Board received and reviewed the Grand Jury's report on the nursing shortage in San Mateo.

DISTRICT'S RESPONSE TO THE SAN MATEO COUNTY CIVIL GRAND JURY'S REPORT ON HIGH SCHOOL AND COMMUNITY COLLEGE OPPORTUNITIES FOR COLLABORATION (06-8-2C)

The Board received and reviewed the District's response to the Grand Jury report on high school and community college opportunities for collaboration.

STATEMENTS FROM BOARD MEMBERS

Each Board member expressed appreciation for the excellent Opening Day activities, especially the outstanding guest speaker, Dr. Wesson, who is a CSM graduate. President Mandelkern said that he was especially gratified to see that AFSCME membership was well-represented during the day's events.

Trustee Schwarz reported that she expects to attend the opening of the new SMC Youth Services Center. She also stated that she attended Skyline's opening day events.

Trustee Hausman stated that she attended the appreciation luncheon sponsored by Swinerton, held at College Vista. Chancellor Galatolo added that Swinerton donated to the District a large gas barbeque for use in the Club House at College Vista.

Student Trustee Young commented that CSM's new Science Building is beautiful.

COMMUNICATIONS

President Mandelkern asked that a staff response be prepared regarding an inquiry from Coleman Campbell, who requested additional information on the published Board goals.

The Board recessed to Closed Session at 8:50 p.m.

The Board reconvened to Open Session at 9:25 p.m.

CLOSED SESSION ACTIONS TAKEN

President Mandelkern reported that, at the Closed Session conducted earlier, the Board considered the personnel items listed on the printed agenda and unanimously approved the actions in Board Report No.1-A and 1-B. He also reported that the Board discussed collective bargaining matters with Chief District Negotiator Joel; no action was taken.

ADJOURNMENT

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 9:22 p.m.

The next meeting of the Board will be a Special Meeting on August 23, 2006, in the District Board Room beginning at 9:00 a.m., to conclude discussion and action on Board Report No. 06-7-102B, Approval to pursue curriculum development: College of San Mateo Dental Hygiene Program.

The next meeting of the Board will be a joint Study Session with other County superintendents on Monday, September 11, beginning at 6:00 p.m. in the District Board Room. The topic of the Study Session will be opportunities for collaboration between the District's Colleges and local high schools.

The next Regular Meeting of the Board will be Tuesday, September 26, 2006, beginning at 4:00 p.m. in the District Board Room.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the September 26, 2006 meeting.

Helen Hausman
Vice President-Clerk