

**Minutes of the Study Session of the Board of Trustees
San Mateo County Community College District
March 10, 2010
San Mateo, CA**

The meeting was called to order at 6:10 p.m.

Board Members Present: President Patricia Miljanich, Vice President-Clerk Dave Mandelkern, Trustees Helen Hausman, Richard Holober (via telephone from Washington, D. C.) and Karen Schwarz, and Student Trustee Virginia Medrano Rosales

Others Present: Chancellor Ron Galatolo, Executive Vice Chancellor Jim Keller, Skyline College President Victoria Morrow, College of San Mateo President Michael Claire, Cañada College President Tom Mohr and District Academic Senate President Patty Dilko

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Trustee Hausman and seconded by Vice President Mandelkern to approve the minutes of the February 24, 2010 meeting of the Board. The motion carried, all members voting "Aye."

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Adolfo Leiva, staff member at Skyline College, announced that there will be a benefit concert for Haiti earthquake relief on March 13 in the Skyline College Theater. The concert will be sponsored by the Skyline College Haiti Now Task Force and will feature Tone 7, led by Skyline faculty member Dr. Tony Jackson, along with other guest artists. Tickets may be purchased in advance or at the door and the Task Force will also accept donations.

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (10-3-1A)

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the actions in Board Report No. 10-3-1A. The motion carried, all members voting "Aye."

RE-EMPLOYMENT OF CONTRACT AND REGULAR FACULTY FOR THE 2010-11 ACADEMIC YEAR (10-3-2A)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the actions as detailed in the report. The motion carried, all members voting "Aye."

Other Recommendations

PUBLIC HEARING REGARDING CALLING AN ELECTION FOR A PARCEL TAX; ADOPTION OF RESOLUTION NO. 10-4 ORDERING A SPECIAL ELECTION TO BE HELD ON TUESDAY, JUNE 8, 2010 FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED ELECTORS OF THE DISTRICT THE QUESTION OF LEVYING A SPECIAL TAX UPON EACH PARCEL IN THE DISTRICT FOR EDUCATIONAL PURPOSES AND ESTABLISHING THE SPECIFICATIONS OF THE ELECTION ORDER (10-3-100B)

President Miljanich declared the public hearing open. She said that Mr. Chris Lynch from bond counsel Jones Hall was present to answer questions.

Vice President Mandelkern noted that there had been previous discussion about phrasing the amount of the parcel tax as \$3.00 per month rather than \$34.00 per year. Chancellor Galatolo said that all parcel tax measures in the County have specified an annual amount and it was deemed advisable to do the same.

John Servatius, a College of San Mateo student and writer for *The San Matean*, asked if the parcel tax initiative might be considered “overkill” because so many other school districts and public agencies on the Peninsula are looking for answers from voters. Chancellor Galatolo said he understands Mr. Servatius’ concern. He said the District has been in a downturn for thirteen years in terms of funding from the State. In the last two years, the State has taken away \$25 million in funding. Chancellor Galatolo said students are being prevented from getting the education they need and deserve; 14,000 students who are on waitlists are being turned away, the number of classes is shrinking at the three Colleges, and summer school offerings are being greatly reduced. The parcel tax measure is one way of trying to address these needs by asking the local community for a small amount of money, which the State could not take away, in order to enable the District to continue to offer quality education.

Mr. Servatius said he spoke with Bryan Godbe of Godbe Research and was told that the survey showed a 69% voter approval for the parcel tax, with a plus or minus 4% margin of error. Mr. Servatius asked “what if Godbe is wrong and the measure fails.” Chancellor Galatolo said the District must try its best to pass the initiative. If it fails, the District will be unable to bring back classes that have been cut and to serve students who are being turned away.

Vice President Mandelkern asked Mr. Servatius what he would have the District do. Mr. Servatius said he is not taking a position but is asking provocative questions. He said he believes it will be difficult for voters to sift through all of the competing needs placed before them.

Trustee Schwarz said that because of the positive survey results, she believes it would be negligent on the part of the Board not to pursue the parcel tax measure. She said the measure will give the community the opportunity to have its say on whether to help the District in its time of need.

Trustee Holober agreed that the District is forced to rely on local support because the State is not providing the support needed for the students in the District. He said it is the District’s duty to try to serve as many students as possible who can benefit from a higher education and career training services.

Vice President Mandelkern clarified that once the campaign begins, no District funds will be expended on the campaign. He asked if there are any further costs to place the measure on the ballot. Chancellor Galatolo said that every time there is an election, the District must pay a percentage for being part of the electoral process. However, in the last two Board elections, the District has saved considerable money because the elections have been uncontested. Vice President Mandelkern asked about the savings achieved by putting the measure on a ballot with other items rather than holding a special election. Chancellor Galatolo said the savings are considerable.

Marshall Loring, a San Mateo resident and member of the Elderly and Disabled Advisory Committee of the Metropolitan Transportation Commission, said he is a strong supporter of education. He said he will campaign for the parcel tax measure on condition that a sunset clause is included. Chancellor Galatolo said the Board has given a great deal of thought to the parcel tax and does not believe there is a need to ask voters for money indefinitely. He said all economic indicators are that effects of a recovery will begin to show in three to four years. Therefore, the Board sees a need to bridge the gap for a few years. Chancellor Galatolo said the parcel tax measure on which the Board will vote tonight is limited to four years.

Hearing no further comment, President Miljanich declared the public hearing closed.

It was moved by Trustee Schwarz and seconded by Vice President Mandelkern to adopt Resolution 10-4. Vice President Mandelkern said the community has been supportive of the District and its programs. He said it is incumbent upon the Board to give the public the choice of whether to continue what the District offers. Trustee Hausman agreed, stating that the Board has studied the financial situation from all angles and does not take lightly asking voters for support.

After this discussion, the motion to adopt Resolution 10-4 carried unanimously, all members voting “Aye.”

APPROVAL OF CONSTRUCTION CONSULTANTS (10-3-101B)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the consultants as detailed in the report. The motion carried, all members voting “Aye.”

INFORMATION REPORTS

INFORMATION ON DATA EXCHANGE AND CONFIDENTIALITY AGREEMENT AMONG SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT, THE JOHN W. GARDNER CENTER FOR YOUTH AND THEIR COMMUNITIES OF STANFORD UNIVERSITY AND THE SPHERE INSTITUTE (10-3-1C)

Trustee Holober said the data is instructive and valuable; however, he wants to make sure that records are shared in a way that does not divulge individually identifiable information about students. Vice Chancellor Luan said that throughout the process of forming this agreement, the parties studied various laws and consulted with attorneys to make sure that no information would be shared which would constitute a breach of confidentiality. The agreement also includes terms by which no information will be shared beyond the three parties to the agreement.

President Miljanich said she has been working with this group to look at the performance of foster students as a separate subgroup of students. She said the group’s performance has been impeccable in terms of addressing the protection of student information. President Miljanich said this project will provide a good understanding of student performance and will help in making data-driven decisions about curriculum and programs. She said everyone involved takes the rights of students and concern for confidentiality very seriously.

Trustee Hausman said the project sounds valuable and she is confident that all bases have been covered in terms of confidentiality.

CENSUS REPORT (10-3-2C)

President Miljanich asked if there were any questions; there were none.

UPDATE ON SAN MATEO COUNTY COMMUNITY COLLEGES FOUNDATION (10-3-3C)

Foundation Executive Stephani Scott introduced Carrie Ridge, Director of Development. Ms. Scott said the Foundation, founded in 1966, is an independent 501(c)(3) organization. The Board of Directors has 22 members, including community philanthropists, alumni, retired faculty and two members of the District Board of Trustees. Chancellor Galatolo and the three College Presidents are ex-officio members.

Ms. Scott said the Foundation is responsible for fund development and fund stewardship. Fund development includes identifying and pursuing fundraising strategies and is carried out pursuant to priorities identified by the Chancellor and College Presidents. Fundraising strategies include events, campaigns, alumni outreach, cultivation/fundraising, and the Planned Giving Program. Planned gifts make up most of the major gifts received and the largest percentage of assets.

Fund stewardship includes the establishment, management and renewal of scholarships, as well as management of program funds and endowed funds. Endowed funds are restricted for a specific use.

Investment strategies consider risk tolerances, spending practices and valuation practices. Investments are overseen by the Board of Directors, an Investment Committee and Investment Counsel.

The economy has affected the Foundation. There is a higher demand for need while, at the same time, grantor endowments, investments and donations are down. This means less money for scholarships, programs and operations. The Foundation is responding by:

- streamlining fundraising, including reprioritizing and using more volunteers
- alumni outreach, including reaching out to previous Tuition Assistance Program (TAP) donors
- general outreach, using both the Foundation’s database and social networking technology

- using best practice resources, including the Network of California Community College Foundations and the Foundation for California Community Colleges

Ms. Scott emphasized that plans and actions should always assume fluctuations in the economy. Active endowment management previously focused on preserving principal and spending the remainder; the emphasis has shifted to maintaining intergenerational equity; smoothing for market conditions; and concentrating on competitive positioning.

Vice President Mandelkern asked what the breakdown is of money going to scholarships vs. programs. Ms. Scott said the anticipated payout for this year is \$350,000 for scholarships and \$300,000 for programs. Vice President Mandelkern said there was previous discussion about putting more emphasis on programs by tapping into areas in which donors have interest; this could provide some relief to the general fund. Ms. Scott said this is working well in terms of bringing back and recruiting major donors. Ms. Scott said the Foundation received more than \$200,000 in planned gifts from November through January and she expects another disbursement from an estate. These gifts generally are skewed toward scholarships but, with the emphasis on outreach, the Foundation can plant seeds about what the needs are.

Vice President Mandelkern noted that because of budget cuts, the Colleges lost some staff, e.g. Sandy Irber at Skyline; he asked if the Foundation has been able to pick up some slack by providing a centralized function for the three Colleges. Ms. Scott said the Foundation has picked up the slack and has also offered to increase by 10% its reimbursement to the District for costs that it does not already reimburse.

Trustee Hausman said she has served on the Foundation Board many times. She is pleased to see the innovations and the progress that has been made, particularly when the need is greater than ever. Trustee Hausman asked for clarification regarding why a Chancellor's Circle contributor cannot allocate part of his/her donation to scholarships and part to the general fund. Ms. Scott said Chancellor's Circle donations have traditionally been unrestricted and the Foundation Board, along with the Chancellor and College Presidents, discuss how the money should be divided. Ms. Scott said it is advantageous to be able to tell the community that 70% of every dollar raised through the annual campaign goes to scholarships and the President's Innovation Fund and less than one-third goes to the general fund for operations.

Chancellor Galatolo asked about the progress of the current fundraising campaign. Ms. Scott said Ms. Ridge is doing an amazing job as Director of Development and has brought in many community members. Last year's goal was \$160,000 and \$167,000 was raised. This year's goal is \$175,000 and more than half has been raised.

Trustee Schwarz said she has represented the District Board of Trustees on the Foundation Board for the last two years. She said she feels very connected to the Foundation and commended Ms. Scott for her leadership and Ms. Ridge for her development and fundraising skills.

Regarding donor management fees and donor advised funds, President Miljanich asked if, similar to the Silicon Valley Community Foundation, the Foundation would have donors who advise that their funds go outside the District. Ms. Scott said the Foundation would like donors to endow their funds at the Foundation rather than at another organization.

Vice President Mandelkern thanked Ms. Scott for a good report and said he is encouraged by the progress. He suggested development of a *Jerry Maguire* "Show Me the Money"-type program to be targeted at student athletes from the Colleges who end up as professional athletes and have money to contribute. Vice President Mandelkern said a target database could be built and the tracking of athletes should begin while they are still at the Colleges. Ms. Scott said she liked this idea.

Student Trustee Medrano Rosales thanked the Foundation on behalf of herself and other students who receive scholarships. She said the scholarships relieve pressure and allow students to focus on academics.

RECESS TO CLOSED SESSION

President Miljanich said that during Closed Session, the Board will consider the personnel items listed as 1A and 1B on the printed agenda. The Board will also hold a conference with agency labor negotiator Harry Joel; the employee organizations are AFT and CSEA.

The Board recessed to Closed Session at 7:40 p.m.

The Board reconvened to Open Session at 8:10 p.m.

CLOSED SESSION ACTIONS TAKEN

President Miljanich reported that at the Closed Session just concluded, the Board voted 5-0 to approve the items listed as 1A and 1B on the printed agenda.

ADJOURNMENT

It was moved by Trustee Schwarz and seconded by Vice President Mandelkern to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 8:12 p.m.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the March 24, 2010 meeting.

Dave Mandelkern
Vice President-Clerk