

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
November 16, 2011, San Mateo, CA**

The meeting was called to order at 6:04 p.m.

Board Members Present: President Richard Holober, Trustees Helen Hausman, Patricia Miljanich and Karen Schwarz, Student Trustee Patiane Gladstone

Others Present: Chancellor Ron Galatolo, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College President Jim Keller, District Academic Senate President Diana Bennett

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

President Holober requested that the swearing in of Student Trustee Patiane Gladstone be added to the agenda as the first item. There were no objections.

SWEARING IN OF STUDENT TRUSTEE

President Holober administered the oath of office to Student Trustee Gladstone. Ms. Gladstone said she will do her best to represent the students at the three Colleges in the manner in which they deserve to be represented.

MINUTES

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the minutes of the meeting of October 26, 2011. The motion carried, all members voting "Aye."

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo said he believes that education is in jeopardy of suffering from the Tier 1 and Tier 2 triggers set to be effectuated if anticipated State revenues do not materialize. For community colleges, the Tier 1 trigger would result in a \$30 million reduction in apportionment and a fee increase to \$46/unit effective spring semester. The Tier 2 trigger would result in an additional apportionment cut of \$72 million. The Director of Finance is responsible for determining the actual amount of trigger cuts, if any. The Legislative Analyst's Office (LAO) now estimates a \$13 billion budget problem for 2012-13. Chancellor Galatolo said the District must carefully strategize for mid-year as well as next year's budget.

President Stanback Stroud said three Skyline College biology students won prizes for their research at the National Society for the Advancement of Chicanos and Native Americans in Science Annual Conference in October. Also in October, a select group of Skyline MESA students was chosen to hone leadership skills during the MESA Student Leadership Conference. President Stanback Stroud thanked Chancellor Galatolo and Vice President Mandelkern for attending the very successful reception for the President's Council, attended by advisory members as well as President's Council members.

President Claire said that former College of San Mateo student Justin Hoffmann, profiled in the Student Success Story in the written report, first presented the idea for the College to institute an eScrip program. College of San Mateo basketball player Clarissa Mendoza was selected as one of the top five Academic All-State female student athletes for 2011-12. Students in the Phi Theta Kappa Club hosted an event for Commit to Completion, a national initiative with the goal of encouraging students to complete their education. An 8-foot tall by 16-foot wide pledge-signing board, located in front of College Center, was filled with signatures. As part of the Five-in-Five Initiative, the College will examine measures needed to improve transfer rates. There will be a study session on November 18 at 1:00 p.m. in the City View Conference Room. President Claire said College of San Mateo does well in the area of transfers relative to other colleges in the Bay Area.

President Keller said the White House announced yesterday that Cañada College Professor Amelito Enriquez was one of nine individuals chosen to receive a Presidential Award for Excellence in Science, Mathematics, and Engineering Mentoring. Professor Enriquez will go to Washington D.C. for presentation of the award at a White House ceremony

during the week of December 11. Cañada College will host a celebration of the award on December 15 from 3:00 to 5:30 p.m.

Executive Vice Chancellor Blackwood said the LAO projects that general fund revenues and transfers in 2011-12 will be \$3.7 billion below the level assumed in the budget passed in June. This would translate into \$2 billion of trigger cuts. The cuts are proportional and would result in a \$1.16 billion cut to K-12 education and a \$102 million cut to community colleges. The Department of Finance will come up with its own projections; the larger of the two projections will be used to determine the actual amount of trigger cuts. The LAO projects that there will still be a \$3 billion deficit at the end of 2011-12 and a \$10 billion shortfall in 2012-13. Executive Vice Chancellor Blackwood said the District received the first period tax report from the County today. The report indicated an Educational Revenue Augmentation Fund (ERAF) deficit of \$110 million. The County uses non-basic aid schools' property taxes to fill the gap; it is divided among the eight non-basic aid school districts in the County and the District. The District's share is \$50 million which would normally be received in the form of property taxes but will be received as State apportionment instead. In general, this will not harm the District but will have an impact on cash flow.

President Bennett thanked the District for approving the purchase of the Adobe Creative Suite; there has been professional development training collaboratively for administration, staff and faculty.

President Bennett said the Student Success Taskforce draft recommendations from the California Community Colleges Board of Governors were discussed last week at the State Academic Senate Plenary Session. They were also discussed at a joint District Academic Senate/VPs meeting. The District Academic Senate has not made a formal recommendation but is in agreement with and supports the recommendation of the State Academic Senate to withhold adoption and defer implementation of the draft recommendations until further dialogue, research and evidence is completed to substantiate the proposed actions. The District Academic Senate is concerned that the taskforce recommendations were made without consultation with faculty and said that faculty insists on primacy in 10+1 issues. There are also concerns regarding strengthening support for entering students, a single mandated assessment for all students, and the cost of implementing recommendations such as testing/assessment. President Bennett said the District Academic Senate believes that all constituencies should work in partnership on this issue.

Chancellor Galatolo said the taskforce recommendations were discussed in the Chancellor's Cabinet which agrees with the concerns expressed by President Bennett, including standardized testing. Chancellor Galatolo said the Board has shared concerns as well and he asked that the Board provide direction on how to proceed. The Board agreed unanimously to communicate to the State Chancellor's Office their support for withholding adoption and deferring implementation of the draft recommendations. The Board also agreed unanimously to hold a study session on the taskforce recommendations on January 11, 2012.

In the student report, Heidi Hansen, President of the Associated Students of Skyline College, said there is a full Student Council and students serve on shared governance and other committees. There are 31 active clubs on campus, including the new Heart Wrenchers Club and Quantitative Science Club. Fall activities included Welcome Week, Club Rush, a special election, Latino Heritage Month, Skyloleen, and a Veterans Day Fundraiser. Students were able to attend leadership training and development conferences. Current activities include an ongoing canned food drive and the expansion of Associated Students office hours in order to be available to students whom they represent. Upcoming events include the Great American Smokeout, an educational film showing, and Native American Heritage Month. Trustee Hausman asked what the Hearth Wrenchers Club does. Ms. Hansen said it provides a support network for women in the Auto Technology program.

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES: COLLEGE FOR WORKING ADULTS – A MEASURE G INITIATIVE AT CAÑADA COLLEGE (11-11-1C)

Vice Chancellor Jing Luan introduced Sarah Perkins, Vice President of Instruction at Cañada College. Vice President Perkins said that this program is funded through Measure G and she thanked the Board and Chancellor Galatolo for their leadership in getting the measure passed. She introduced Dr. Sara Cooper, an adjunct faculty member in the Biology Department and Faculty Coordinator of the project; Project Coordinator Jeri Eznekier; Dr. David Johnson, Dean of Humanities and Social Sciences; and Dr. Janet Stringer, Dean of Science and Technology.

Dr. Cooper said the College for Working Adults was developed over the last year and is focused on serving an underrepresented population. The program has a designated curriculum to fulfill degree requirements as well as general education transfer requirements. Students can earn an AA degree in Interdisciplinary Studies with emphasis in either Social and Behavioral Sciences or Humanities. It is focused on busy adults, offering hybrid classes (online and in class) with meeting times on Thursday evenings and every other Saturday. Students in the program are offered priority registration, dedicated counseling support which is available on Thursday evenings and Saturday afternoons, a learning community environment, and a class schedule that is consistent from semester to semester. The current cohort consists of 26 students. The average age is 38 and 85% of the students are female. Dr. Cooper said the students in the cohort are very supportive of one another and offer motivation and reinforcement. There have been more than 80 inquiries for the spring 2012 cohort, as well as more than 3,000 page views of the website. There are more than 45 interested, motivated and well-prepared applicants. Student reaction to the program has been very positive.

Looking forward, Dr. Cooper said they are looking at expanding the AA degree program to multiple cohorts. She said there is a curriculum designed for an AA degree in Business Administration and a Pre-allied Health Care program is being discussed. They are also looking at accelerating some of the classes.

Trustee Hausman asked if there is an indication of why the students are primarily female. Dr. Cooper said many of the students are busy, working mothers who were looking for programs that fit into their schedules. She said there are significantly more male applicants for the spring semester.

Student Trustee Gladstone noted that the first math course listed in the curriculum is Math 110. She asked if this is a problem with any students coming back to school and, if so, whether they receive remedial help. Dr. Cooper said several of the students are taking a Math 811 class that fits into their schedule and they will still have time to complete Math 110 and 120.

Trustee Schwarz asked if the program is still being advertised. Dr. Cooper said they are advertising and have received free marketing. There is also great word of mouth. An email blast was sent to students at the three Colleges. Trustee Schwarz asked if there is a cap on the number of students accepted into the program. Dr. Cooper said there is no cap at this time. Trustee Schwarz said she believes the Measure G funding used for this program is money well spent.

President Holober asked if the courses offered in this program are courses that already exist at Cañada. Dr. Cooper said they are. President Holober asked if the courses would be open to a student not in the program who wants to attend the class on Thursday evening. Dr. Cooper said the consensus is to leave priority registration to the cohort and fill in only if there are spaces left. President Holober asked if students have choices among the classes. Dr. Cooper said they do not; there is a designated curriculum and the intention is to keep the cohort together. President Holober said this is an exciting program and fits with the purpose of Measure G and the Board's statement of values.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Lucy Tolmach of Woodside read a letter addressed to the Board, a copy of which is attached to the official minutes of record.

Vice Chancellor José Nuñez said the District Office and the three Colleges all participated in the Statewide "Great California Shakeout" on October 20. More than 70 employees of the District Office and Colleges also participated in emergency operations training sponsored by the State Chancellor's Office.

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (11-11-1A)

President Holober said there is a request to remove item A, Reassignment, from the agenda. There was also a request to remove the IT Support Technician II position from item C, Short-Term, Non-Continuing Positions. It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the actions in the revised Board Report No. 11-11-1A. The motion carried, all members voting "Aye."

HEARING OF THE PUBLIC ON CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 33 INITIAL CONTRACT PROPOSAL TO THE DISTRICT AND ADOPTION OF CSEA'S INITIAL PROPOSAL (11-11-2A)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to hold the public hearing. President Holober declared the public hearing open and asked for questions and/or comments. Hearing none, President Holober declared the public hearing closed.

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the adoption of CSEA's initial proposal. The motion carried, all members voting "Aye."

APPROVAL OF COMMUNITY SERVICES CLASSES, SPRING/SUMMER 2012 – CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (11-11-1B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the classes as detailed in the report. Trustee Schwarz said the report contains an impressive list of online classes, particularly at College of San Mateo. President Holober asked if instructors of horticulture and floristry have expressed interest in offering classes through Community Education. Jan Roecks, Director of General Services, said horticulture classes have been offered through Community Education in the past. She said such classes would certainly be entertained if there is faculty interest. Professor Diana Bennett said she has been in conversation with, Lily Lau, Jan Roecks and instructors about transferring Italian courses to Community Education. After this discussion, the motion carried, all members voting "Aye."

ADOPTION OF RESOLUTION NO. 11-13 IN SUPPORT OF SENATE CONSTITUTIONAL AMENDMENT 5 (11-11-100B)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the adoption of Resolution No. 11-13. President Holober said the Board has previously considered the issue of requiring a 55 percent majority vote to pass a parcel tax and has expressed support. He said passage of Amendment 5 would represent a move toward majority rule. The motion carried, all members voting "Aye."

APPROVAL OF CONTRACT WITH INTELLIRESPONSE FOR ONLINE SELF-SERVICE KNOWLEDGEBASE (11-11-101B)

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the contract as detailed in the report. Trustee Schwarz asked if the Board will have access to the questions and answers in the knowledgebase. Ms. Roecks said the Board will be given access. President Claire recognized Dr. Henry Villareal, Dean of Admissions and Records, and Bev Madden, Director of College Development and Marketing, who originally brought the concept forward. After this discussion, the motion carried, all members voting "Aye."

APPROVAL OF REVISIONS TO DISTRICT RULES AND REGULATIONS – POLICIES 1.65, COMMUNITY RELATIONSHIPS; 2.20, EQUAL EMPLOYMENT OPPORTUNITY; 2.52, LOCAL LAW ENFORCEMENT; 8.05, DISTRICT AUDIT; 8.48, TRAFFIC REGULATIONS; 8.56, IN-DISTRICT CONFERENCES AND MEETINGS; AND 8.70, FEES AND CHARGES (11-11-102B)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the revisions as detailed in the report. President Holober said that items 4 and 5 in policy 2.52, regarding reporting of crimes, seem to go in different directions and are not clear. Barbara Christensen, Director of Community/Government Relations, said this policy will be removed from consideration and taken back for further clarification.

President Holober asked for clarification on policy 8.48, section 7(b) regarding fuel efficient car parking. Vice Chancellor Nuñez said this item encourages the use of low energy vehicles. There are two spaces set aside at each campus. Vehicles parked in these spaces are subject to the same regulations as other vehicles.

Trustee Schwarz asked what disability would require a miniature horse as described in policy 2.20. Chancellor Galatolo said a miniature horse does largely the same things as a service dog. Ms. Christensen said this language is legally required, according to the Community College League of California.

After this discussion, the motion to approve the revised policies, with the exception of policy 2.52, carried, all members voting "Aye."

INFORMATION REPORTS

UPDATE ON REDEVELOPMENT REVENUES (11-11-2C)

Ms. Christensen said that the Board requested a report on Redevelopment Agency (RDA) funds during a previous discussion on the possibility of supporting the Child Development Centers with RDA dollars. The spreadsheets which are attached to the board report provide detailed information on which dollars come from “33676” (Health and Safety Code which describes monies that are given to local school districts) and basic aid payments received from certain agencies. These monies are unrestricted and account for \$1.5 million of the \$2.8 million that the District expects to receive this year. The \$2.8 million total will decrease next year because Foster City is winding down a large redevelopment project from which the District received \$500,000-\$600,000 annually. Instead, \$1.1 million will be added to the District’s property tax base next year.

Ms. Christensen said that at the time the agreement was made with the Menlo Park RDA, there was a need to have educational programs in East Menlo Park. The Menlo Park RDA gave both the space and revenue stream for the programs described in the board report and the monies are restricted for funding of these programs.

Ms. Christensen said that each year, Don Fraser of Fraser & Associates, who represents and advises approximately one-fourth of the RDAs in the State, prepares projections for the District and calculates payments from RDAs to make sure the District is paid what it is owed.

Chancellor Galatolo said that Vice President Mandelkern had asked two specific questions about RDA funds: (1) the amount of unrestricted revenues that could be used to support the Child Development Centers (\$1.5 million), and (2) the future of RDAs. Chancellor Galatolo said the answer to this question is unknown as issues surrounding the RDAs make their way through the courts. Ms. Christensen said that the RDAs in San Mateo County control \$150 million in property taxes and the District’s share of that, if the RDAs were to be eliminated, is approximately \$10.5 million in unrestricted monies.

CONTINUING DISCUSSION OF AT-LARGE AND DISTRICT ELECTIONS (11-11-3C)

Chancellor Galatolo said the Board discussed this issue briefly at the Board meeting of April 28, 2010. Given that this is under review by many districts throughout the State and that there is current litigation in San Mateo County, Chancellor Galatolo suggested that the Board study the issue in more detail, perhaps at a formal study session. All Board members agreed with this suggestion. President Holober said that communication from the Community College League of California advised that after a census is conducted, districts should look at the census results in terms of the conduct of their elections. Chancellor Galatolo said the issue will be the topic of a study session early in the new year and consultants and experts will be brought in.

STATEMENTS FROM BOARD MEMBERS

Trustee Hausman welcomed Student Trustee Gladstone and said she looks forward to working with her. She also congratulated her colleagues on the Board who were reelected and said she believes much of the success of the District is due to continuity. Trustee Hausman said she will be unable to attend the Chancellor’s Circle event tomorrow because she will be speaking on the Red Cross Holocaust and War Victim Tracing Center at a national meeting in San Francisco.

Trustee Miljanich welcomed Student Trustee Gladstone. She expressed appreciation for her colleagues’ reelection and disappointment that Measure H was not successful.

Trustee Schwarz welcomed Student Trustee Gladstone and said she looks forward to her input from the student community. Trustee Schwarz noted that at the last Board meeting, she requested a future report on the DSPS program; she subsequently read the article in *Skyline Shines* regarding the visually impaired students in the program. Trustee Schwarz attended an excellent performance of the play “Doubt” at Cañada College; an enjoyable football game at College of San Mateo; the Honors Transfer Program Induction Ceremony at Cañada College, which gets bigger and better every year; and the “World Beat Groove” presentation by Rudy Ramirez, who is both a professor at College of San Mateo and a musician. Trustee Schwarz said that at the October 26 Board meeting, she asked staff to follow up on questions posed to her and Trustee Miljanich by CSEA; she asked if this has been done. Chancellor Galatolo said it is in progress.

Student Trustee Gladstone she is pleased to be a member of the Board. She congratulated the reelected Board members. She said the lack of success of Measure H was disastrous, stating that "if you build the buildings, they will come."

President Holober welcomed Student Trustee Gladstone. He congratulated the reelected trustees; he said they had an aggressive challenger and he believes their reelection is a statement of support by the community for the leadership and overall direction of the Board. President Holober said he is disappointed about the failure to Measure H, even though a majority of voters approved the Measure. He said there are a number of factors that could have made a difference, e.g. by personalizing the message with student stories in the mailers. He said part of the opposition's position was that the District has done a good job with its buildings and the sense of urgent need was no longer perceived. He believes the passage of Measure G reflected the perception by the community that the day-to-day offering of courses is a more urgent concern. Trustee Holober said he is grateful to the community for showing tremendous support to the District over and over again. He said he believes it is a community that supports and will continue to support higher education.

COMMUNICATIONS

President Holober said the Board received an email from a member of the public regarding KCSM-TV, an email containing a copy of the letter read by Ms. Tolmach at this meeting, and an email from the Community College League of California regarding a meeting on November 17 on success, equity and access. Board members also received a letter from Sustainable San Mateo County regarding its annual report.

President Holober said he will not be present at the December 14 Board meeting as he will be out of the country.

RECESS TO CLOSED SESSION

President Holober announced that during Closed Session, the Board will (1) consider the personnel items listed as 1A and 1B on the printed agenda, (2) hold a conference with District Labor Negotiator Harry Joel; the employee organizations are AFSCME, AFT and CSEA, and (3) hold a conference with legal counsel regarding two cases of existing litigation and one case of anticipated litigation as shown on the printed agenda.

The Board recessed to Closed Session at 8:00 p.m. and reconvened to Open Session at 9:25 p.m.

CLOSED SESSION ACTIONS TAKEN

President Holober reported that at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 4-0 to approve the personnel items listed as 1A and 1B.

ADJOURNMENT

It was moved by Trustee Schwarz and seconded by Trustee Hausman to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 9:28 p.m.

Submitted by



Ron Galatolo
Secretary

Approved and entered into the proceedings of the December 14, 2011 meeting.