

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
August 15, 2012, San Mateo, CA**

The meeting was called to order at 6:06 p.m.

Board Members Present: President Dave Mandelkern, Vice President-Clerk Helen Hausman, Trustees Richard Holober, Patricia Miljanich and Karen Schwarz and Student Trustee Bailey Girard

Others Present: Chancellor Ron Galatolo, Executive Vice Chancellor Kathy Blackwood, 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

None

MINUTES

It was moved by Vice President Hausman and seconded by Trustee Schwarz to approve the minutes of the regular meeting of July 25, 2012. The motion carried, with Trustees Holober and Miljanich abstaining and all other members voting "Aye."

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to approve the minutes of the special meeting of August 2, 2012. The motion carried, all members voting "Aye."

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo said the District opening day event will take place tomorrow, August 16 at the College of San Mateo Theatre. The doors will open at 7:45 a.m. and the program will begin at 8:30.

Skyline College President Stanback Stroud said that at the College's opening day event on August 17, Dr. Pedro Noguera will kick off the Fall Lecture Series. Other speakers for the Lecture Series are listed in President Stanback Stroud's written report. President Stanback Stroud said that in the continuing effort to communicate with the community, both internal and external, the following reports are being distributed to the Board:

1. Student Services Executive Summary Report prepared by Vice President of Student Services Joi Blake; this report attempts to make sure that students, faculty and staff are aware of the services available as well as the outcomes and effectiveness of Student Services.
2. Skyline College Annual Report which includes sections on Community Connection, Financial Highlights and the Year in Review.

College of San Mateo President Claire said staff at the Mary Meta Lazarus Child Development Center used the Summer Olympics as a way to educate their young students, who participated in an array of athletic events. The motor education series at the Child Development Center is part of the Healthy Eats Initiative and is partially grant funded. Included in President Claire's written report is a partial list of College of San Mateo athletes who became Olympians. President Claire said Board Policy 6.04 specifies that classes with fewer than twenty students will normally be cancelled or merged with another section. He said that if it becomes necessary to cut sections, it is done as early as possible and students are always notified and given alternatives. He distributed a list of low-enrolled sections that have been canceled in July and August. Trustee Schwarz noted that there were two Elementary Chemistry sections with a total enrollment of 13 and she asked if there are other sections for these students. Vice President of Instruction Susan Estes said the students are offered alternatives, including classes at the other Colleges. President Mandelkern asked if there is an effort to offer some of the classes, such as Drawing & Composition, as Community Education classes. President Claire said the College is working with Community Education on providing courses. President Mandelkern said he would appreciate hearing further about classes that are moved to Community Education.

Cañada College President Keller said that Cañada Middle College High School classes have already begun; there are more than 100 students enrolled and there is a waitlist. The Arts program at Cañada College has been enhanced through a partnership with the Redwood Symphony. The Symphony recently performed at Davies Symphony Hall and received an outstanding review. Three Cañada College engineering students were chosen to compete on a team of community college

students who will design a future rover to explore Mars; President Keller said this honor has brought great enthusiasm to the campus. A new tradition is beginning at Cañada College with the first Convocation Ceremony to be held on August 29. The ceremony provides an opportunity to celebrate and prepare for the new academic year and to formalize students' entrance to academic life.

Executive Vice Chancellor Blackwood said the books were closed for FY 2011-12 and staff are moving toward finalizing the budget for 2012-13. She said the closing, led by Chief Financial Officer Raymond Chow, was very successful. The auditors currently are working in the District Office, preparing for the 2011-12 audit report.

District Academic Senate President Bennett said the Senate has not met during the summer; she will provide an update in September.

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 (12-8-1A)

It was moved by Trustee Miljanich and seconded by Vice President Hausman to approve the actions in Board Report No. 12-8-1A. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA

President Mandelkern said the consent agenda consists of the following reports:

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| 12-8-1CA | Approval of Community College League of California (CCLC) and California Community College Athletic Association (CCCAA) Membership Dues, 2012-13 |
| 12-8-2CA | Ratification of May and June 2012 District Warrants |
| 12-8-3CA | Approval of Student Accidental Injury Insurance Program, 2012-13 |
| 12-8-4CA | Approval To Execute an Amendment to the Agreement with Casey Printing |

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the items on the consent agenda. The motion carried, all members voting "Aye."

Other Recommendations

CORRECTION TO DISTRICT ACADEMIC CALENDAR FOR 2012-2013 (12-8-1B)

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

ADOPTION OF RESOLUTION NO. 12-10 REGARDING BOARD ABSENCES (12-8-100B)

It was moved by Vice President Hausman and seconded by Trustee Schwarz to adopt Resolution No. 12-10. The motion carried, with Trustees Holoher and Miljanich abstaining and all other members voting "Aye."

APPROVAL OF CONSTRUCTION CONSULTANTS (12-8-101B)

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

INFORMATION REPORTS

2012 ARCC REPORT – THE COLLEGE LEVEL INDICATORS (12-8-1C)

Jing Luan, Vice Chancellor, Educational Services and Planning, said California law requires that local governing boards review the annual Accountability Report for the Community Colleges (ARCC). Each College has reviewed its College Level Indicators (College Performance Indicators, College Profile, College Peer Grouping and College Self-Assessment) as shown in the report. Vice Chancellor Luan said the College Presidents and Vice Presidents are available to answer questions.

Trustee Schwarz said she believes the report indicates that everything is moving in the right direction.

Vice President Hausman said a story in the San Francisco Chronicle reported on a State college that gives preference to out-of-state and out-of-country students and was accused of doing so for purely financial reasons. Vice Chancellor Luan said the District's proportion of out-of-country students is far less than that of the CSU referenced in the article. He said the District admits international students for a number of reasons, including the benefits to all students of having an international presence on campus and the fact that the fees paid by international students allow for more sections to be offered and more domestic students to be served. President Mandelkern said it is important to reinforce the message that domestic students are helped through the international education program.

President Mandelkern said it is problematic that many people look at the percentages in the charts in the "Student Progress and Achievement" section of the report but fail to get more meaningful information by reading the explanations. He said that the categories used to describe progress and achievement are very narrowly defined and do not take into account students who come to the Colleges for a variety of reasons and do not fall into these categories. President Claire said students should be asked if they believe the Colleges are successful. He said College of San Mateo has conducted a number of student surveys to measure how students believe their needs are being met. President Claire said preliminary data on Distance Education classes shows that students drop classes for a diverse number of reasons. He said the intent is to collect this information for all classes. Student Trustee Girard said that when students dropped a class last year, they immediately were sent a survey asking why the class was dropped.

COMMUNICATIONS

President Mandelkern said an appeal regarding a refund of fees at Skyline College was received.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Girard said a District Student Council meeting was held on August 10. He also attended the Student Trustee Workshop later in the day on August 10; the workshop included discussions on budget cuts and accreditation. Scott Lay, President/CEO of the Community College League of California, was present to address questions and concerns. Student Trustee Girard was elected Secretary of the Board of the California Community College Association of Student Trustees. Student Trustee Girard attended the new faculty orientation at College of San Mateo earlier today. Student Trustee Girard noted that there are ten people running for four open seats on the City College of San Francisco Board of Trustees. He reported that one Board member passed away last week. Student Trustee Girard requested that at future meetings, the Board consider upcoming ballot initiatives that affect students.

Trustee Miljanich asked Student Trustee Girard what thoughts students have expressed about accreditation issues. Student Trustee Girard said students at some of the community colleges are uncertain about what role they can play. He said that William Walker, Student Trustee at City College, recognizes the need for all groups on campus to work together, but believes it is difficult for students to play an important role because there is only one student on the accreditation steering committee. Trustee Miljanich said it is important that students get involved and express their views. President Mandelkern said he agrees that it would be powerful if students would speak out and publicly state that they believe they are receiving a quality education. Student Trustee Girard said Student Trustee Walker has been conducting press conferences. He said City College students have filled the board room during meetings and may do so again at a special meeting scheduled for tomorrow night.

Trustee Miljanich said a July 24th article in *California Watch* reported on community colleges that disburse student financial aid on debit cards through a firm that charges multiple fees. She said that the District's administration was aware of the issue and is not on the list of colleges that participate in the practice. Trustee Miljanich said this is an example of the District continuing to be informed and student-centered.

President Mandelkern welcomed District Academic Senate President Bennett back from her semester abroad in Italy. President Mandelkern participated in the Pacific Masters Long Course Championships at the Aquatic Center at College of San Mateo. He said he heard positive comments from others regarding the use of public funds for the joint use facility, as well as how well the facility blends with older buildings. Participants also appreciated that the event was well-organized and free parking was available. President Mandelkern attended the new faculty orientation luncheon at College of San Mateo which honored five new faculty members and one who was hired mid-year. President Mandelkern said he is looking forward to opening day events.

RECESS TO CLOSED SESSION

President Mandelkern announced that during Closed Session, the Board will (1) consider the personnel items listed as 1A and 1B on the printed agenda, and (2) hold a conference with agency labor negotiator Harry Joel; the employee organizations are AFSCME, AFT and CSEA.

President Mandelkern said the next meeting of the Board will be a Study Session on September 12 at 6:00 p.m. in the District Board Room.

The Board recessed to Closed Session at 7:00 p.m. and reconvened to Open Session at 7:55 p.m.

CLOSED SESSION ACTIONS TAKEN

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

ADJOURNMENT

It was moved by Vice President Hausman and seconded by Trustee Schwarz to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 8:00 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the September 12, 2012 meeting.

Helen Hausman, Vice President-Clerk