

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
October 22, 2014, San Mateo, CA**

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

Board Members Present: President Karen Schwarz, Vice President Patricia Miljanich, Trustees Richard Holober, Dave Mandelkern and Thomas Mohr, Student Trustee Rupinder Bajwa

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 Larry Buckley, District Academic Senate President Diana Bennett

Pledge of Allegiance

President Schwarz said there was a request to adjourn this meeting in memory of former State Chancellor David Mertes who passed away recently. Dr. Mertes served as president of College of San Mateo from 1971-1978. Prior to serving as president, Dr. Mertes joined the faculty at College of San Mateo as a zoology instructor. He also served as chair of the Life Science Division and as dean for community services. The Board agreed to adjourn in memory of Dr. Mertes.

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Vice President Miljanich and seconded by Trustee Mandelkern to approve the minutes. Trustee Holober asked that the minutes be clarified regarding his request to hold a study session discussion about the opportunity for community colleges to offer four-year degrees. He said he made this request so that the Board could learn more about the new law in order to make an informed decision about whether they would like to pursue the issue. The motion to approve the minutes with the clarification carried, all members voting "Aye."

STATEMENTS FROM EXECUTIVES

Skyline College President Stanback Stroud said the College hosted a Town Hall meeting organized by the Department of Labor Region 6 on the Workforce Innovation and Opportunity Act. More than 250 people attended the Town Hall meeting to learn more about this new workforce legislation. Participants in the second annual Success Summit at Skyline College agreed to focus on "Hidden Gems, Hidden Opportunities" by addressing ways to increase connection and collaboration and create a plan to spread the word about resources available in the North County over the coming year. Skyline College hosted a presentation on "DREAMERS to Doctors" describing paths into the medical field by a group of undocumented students who represent the first wave of DREAMERS admitted into medical school. President Stanback Stroud congratulated Professor Kate Browne, President of the Academic Senate at Skyline College, on her appointment to the California Commission for Teacher Credentialing.

College of San Mateo President Claire said more than 1,500 people attended the Family Science Day and Makerspace event held at the College. The Athletics Hall of Fame induction ceremony will be held on January 23, 2015. Among the inductees are Scott Feldman, a pitcher with the Houston Astros, and Chancellor Galatolo. On November 25, Pulitzer Prize winning author and Stanford Professor Adam Johnson will appear on campus to address human rights issues in North Korea. President Claire said this continues the tradition of bringing high-quality and award-winning speakers to the campus.

Cañada College President Buckley said the College has introduced EPIC (Embedded Peer Instruction Cohort), a supplemental instruction program in which advanced students who have successfully completed a course return to the classroom to tutor other students in that course. President Buckley said he made a presentation to the Redwood City Council about community relations. *Antigone*, a production of the Cañada College Theatre Arts Department, opened today and will run through November 2. President Buckley said progress has been made on the SparkPoint Center at Cañada College. Yesenia Mercado was recently hired as a Financial Aid Technician as part of SparkPoint staffing and the Food Bank will open in approximately ten days. In response to the recommendation by the ACCJC that the College document the robust conversation that takes place, there will be a PBC (Planning and Budget Committee) corner in President Buckley's bi-weekly newsletter to inform the campus community about what took place at the Committee's

meetings. More than 400 students attended the Transfer Fair yesterday. The student body, along with the faculty and classified senates, conducted a two-day fundraiser for the victims of the recent fire in Siskiyou County.

Executive Vice Chancellor Blackwood said the Measure G Parcel Tax Oversight Committee met last week. At the meeting, Executive Vice Chancellor Blackwood presented the annual report which the Committee edited to make sure it is community-friendly, e.g. removing the use of acronyms. The report will be presented to the Board after it receives final approval by the Committee. The Committee agreed that next year's report will focus on what has been learned and how new and effective programs and services are being institutionalized. Executive Vice Chancellor Blackwood said she sits on the State Chancellor's Office Fiscal Advisory Task Force which has been working a growth funding formula. She said that, as a community-supported district, the District is not as impacted by the formula as revenue districts are; however, it does provide an indication of where the State is going with regard to funding in general. She said the formula for the new growth funding model looks very much like the formula being used for student equity and some of the formula being used for the Student Success and Support program. This matches the Governor's idea of a local control funding formula which tries to put dollars where the need is perceived. The growth funding formula has five equally weighted factors within districts: educational attainment; unemployment; how many students are receiving Pell Grants; participation rate; and unfunded FTES. The new growth funding formula will be rolled out next week at the Association of Chief Business Officials. It will not be acted on by the legislature and this will provide the Chancellor's Office flexibility when needed.

District Academic Senate President Bennett said the Senate will discuss online readiness for students and faculty with the Distance Education Advisory Committee on November 26. The District Curriculum Committee is working on the small number of courses that still need to be aligned. The Study Abroad Program Committee, composed of two faculty members from each campus, is updating bylaws to align with the Board's goals on international education and has sent notice to all faculty regarding submissions for the 2016 London and 2017 Florence study abroad programs. The Evaluation Guidance Committee is composed of faculty from AFT and faculty from the Academic Senates at each campus. A committee has also been formed to prepare orientation for the new Appendix G; members are President Bennett, AFT President Teeka James and administration representation. Reading and psychology faculty from each campus have been appointed to review the local minimum qualifications for those disciplines. A final recommendation is expected to be presented to the District Academic Senate in December. A resolution regarding sabbatical funding was received from Cañada College. It has been sent to the College Academic Senates and will come back for further discussion. There will be an Area B meeting at the end of this week regarding the fall plenary meeting in November.

Maggie Garcia, President of the Associated Students of College of San Mateo (ASCSM), reported on the executive officers and senators of ASCSM. She said the group is diverse and includes international students. The goals for 2014-15 are: continuous recruitment and support for all ASCSM boards; engage in more proactive public relations activities; participate in community volunteer work that has a broad impact; create a monthly newsletter to promote ASCSM and club activities; ensure senators are engaged and hold each other accountable for teamwork. The Summer 2014 Leadership Retreat focused on personal growth. All attendees completed a Myers-Briggs personality inventory with the intent to better communicate with one another and work as a team. The Fall 2014 Welcome Week included games, which encouraged students to interact with each other. Thirty-five clubs participated in the Fall 2014 Club Fair and Ice Cream Social. ASCSM senators attended the Fall 2014 California Community College Student Affairs Association (CCCSAA) Student Leadership Conference and provided positive feedback about the experience. Upcoming ASCSM events include a Halloween Festival and a Holiday Angels Toy Drive. Student Trustee Bajwa recognized Ms. Garcia and other members of ASCSM for their hard work.

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES: BΘO: SKYLINE COLLEGE PHI THETA KAPPA HONORS SOCIETY

Sarah Perkins, Vice President of Instruction at Skyline College, said the Phi Theta Kappa (PTK) International Honors Society is the largest honors society for two-year colleges, with approximately two million members and 1,200 chapters. The Skyline College chapter is Beta Theta Omicron (BΘO). The Chapter President is Jaimelynn Alvarez and the advisors are Christine Case, Biology Professor; Joyce Lee, Counselor; and Paul Spakowski, Automotive Professor. Recently, BΘO earned the Distinguished Chapter Award for the Nevada-California Region. Internationally, BΘO is one of three chapters receiving the Distinguished Honors in Action Award.

Professor Case thanked President Stanback Stroud for her support. She said participation in PTK provides two key opportunities: (1) to increase academic achievement, retention, persistence and graduation, and (2) to participate in chapter activities designed to boost self-confidence, help students define their goals and provide academic enrichment.

Ms. Alvarez said BΘO was chartered in 1999 and started gaining international recognition in 2000. To earn five-star status, the highest ranking awarded by PTK, chapter officers submit reports each year for their Honors in Action and College Projects. Projects are judged and scores are ranked against 1,400 other chapters. BΘO is the highest-ranked chapter in the Nevada-California Region. BΘO members have won nearly \$1 million in scholarships. Every year, two Chapter members have earned the All-California Academic Team scholarship. BΘO's 2014 Honors in Action winning project involved conducting original scientific research on Cape Ivy, an invasive plant on the Skyline College campus.

Susan Wu, BΘO's Vice President of Operations, said the current Honors Study topic is "Frontiers and the Spirit of Exploration." For the service component of the project, members are teaching seniors how to use their laptops, smart phones and tablets.

Livius Darmawan, BΘO's Vice President of Publicity, said BΘO's current College Project is support for the Middle School Outreach Initiative, funded by the President's Innovation Fund. As part of the Initiative, BΘO members and other students teach science labs to local middle school students.

Christian Galang, BΘO's Vice President of Case Studies, said that since 2003, *USA Today* has sponsored a Case Study Challenge for PTK members and chapters. BΘO was one of the winners in the first year and has submitted case studies seven additional times. Mr. Galang said BΘO regularly participates in community service projects, such as raising money for the American Cancer Society and participating in Relay for Life and Together We Thrive.

Aulani Saizon, BΘO's Vice President of Fellowship, said new members are inducted into PTK each semester. Next month, BΘO will host the induction ceremony for 100 new members as well as new members from Cañada College and College of San Mateo. Ms. Saizon invited the Board to attend the ceremony.

Vice President Miljanich asked how many members BΘO currently has. Professor Case said there are approximately 1,500 members. She said students become lifetime members when they join the Chapter. Trustee Holober asked if there is a GPA requirement to join and maintain membership. Professor Case said a student must have a 3.5 GPA and have completed 12 semester units to join. Students must maintain a 3.25 GPA to continue membership.

President Schwarz said it is remarkable to see the number of honors earned by BΘO over the years and she recognized Professor Case for her outstanding leadership.

Vice President Perkins said it is inspiring to attend the International PTK Convention. Trustee Mohr said he attended a convention and found it exciting and engaging. He said it is also uplifting to attend Chapter meetings and engage in insightful conversation with the students.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (14-10-2A)

It was moved by Vice President Miljanich and seconded by Trustee Mandelkern to approve the items in the report. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA

President Schwarz said the consent agenda consists of board reports 14-10-1CA, Ratification of July and August 2014 Warrants; 14-10-2CA, Adoption of District Academic Calendar for 2015-16; and 14-10-3CA, Approval of Curricular Additions and Modifications, Cañada College and Skyline College. It was moved by Vice President Miljanich and

seconded by Trustee Holober to approve the items on the consent agenda. The motion carried, all members voting “Aye.” Trustee Mandelkern asked that the dates of the Colleges’ commencement ceremonies be included in future calendars.

Other Recommendations

APPROVAL OF REVISION OF EMPLOYEE SECOND LOAN PROGRAM (14-10-100B)

It was moved by Vice President Miljanich and seconded by Trustee Holober to approve the revision as detailed in the report. Trustee Holober asked what the funding source will be for the additional funds requested. Executive Vice Chancellor Blackwood said the program is being funded as an investment out of the post-retirement reserve. Trustee Holober asked the reason for the proposed change in the program to “include home buyers who are not necessarily first time home buyers, but who are purchasing a primary residence in the Bay Area (defined as within a 50 mile radius of the District).” Chancellor Galatolo said the proposed change targets individuals who the District is trying to attract and who own a home that is beyond a reasonable commute and would need a residence closer to the District. Trustee Holober requested that the language be clarified to indicate that this change is directed to employees who are relocating from a distance of more than 50 miles rather than those who already own a residence within the 50 mile radius. Chancellor Galatolo said the clarification will be made. Trustee Mohr said the program is a long-time goal which he supports. He suggested that when requests are made for major expenditures, it would be good practice to reference the goal to which they pertain. After this discussion, the motion to approve the revision with the requested clarification carried, all members voting “Aye.”

ACCEPTANCE OF CONTRACT EDUCATION FUNDS FROM FUNDACIÓN TELEVISIVA IN COLLABORATION WITH THE UNIVERSIDADES TECNOLÓGICAS (BÉCALOS) AND AUTHORIZATION TO EXECUTE AGREEMENT – SKYLINE COLLEGE (14-10-101B)

It was moved by Trustee Holober and seconded by Trustee Mandelkern to approve acceptance of the funds as detailed in the report. Trustee Mohr asked if the amount of the grant is sufficient to support the 75 students participating in the program. President Stanback Stroud said Skyline College requested and was granted funding from the Bécalos Foundation in addition to the original grant amount and the budget will support the students. After this discussion, the motion carried, all members voting “Aye.”

ACCEPTANCE OF SPARKS! IGNITION GRANT FOR MUSEUMS AND LIBRARIES FROM THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES FOR CAÑADA COLLEGE (14-10-102B)

It was moved by Vice President Miljanich and seconded by Trustee Mandelkern to accept the grant as detailed in the report. The motion carried, all members voting “Aye.”

APPROVAL OF CONTRACT AWARD FOR DISTRICTWIDE UTILITY MEASUREMENT AND VERIFICATION PROJECT (14-10-103B)

It was moved by Vice President Miljanich and seconded by Trustee Holober to approve the contract award as detailed in the report. José Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations, introduced Carmela Gaspar, District Sustainability Specialist, along with Pat Tait, Jason Schaible and Marina Pelosi of Schneider Electric.

Karen Powell, Director of Facilities Maintenance and Operations, said the project will be a significant step toward measuring and managing how buildings operate throughout the District. It will provide upgrades to existing systems and add necessary hardware and software systems to monitor, trend, analyze and control utility use across the District. Ms. Powell said the project will replace the existing Building Management System (BMS) main controllers and software system, as well as the existing Energy Information System (EIS) software platform that integrates with the BMS system. In addition, new Analytics software that has the ability to store, categorize and analyze data from the BMS and EIS systems will be provided.

Ms. Powell outlined the selection process, including the request for proposals, in-person presentations by bidders, analysis of proposals and presentations, second round presentations, and best and final offers. Ms. Powell said the selection committee feels confident about its recommendation to execute a contract with Schneider Electric.

Trustee Holober said it appears that energy measurement has not been occurring in each building even though the Board adopted green building goals more than a decade ago, with energy efficiency being a large component. Ms. Powell said the District has not up to this time had the ability to ascertain building-level consumption data.

Trustee Mohr said the project impresses him as modern and forward-looking. He suggested that this type of work be incorporated into classes at the Colleges, providing an opportunity for students to see how technology connects with the concept and what the outcome is over a period of time. Ms. Powell agreed, noting that the project can provide opportunities for students to conduct real-life studies and perhaps offer advice to the Facilities team.

Vice President Miljanich asked if the Cañada College Solar Photovoltaic project will be included in this project. Ms. Powell said the solar project will be connected to the BMS and monitored, providing reports on the energy being generated as opposed to energy being consumed.

Student Trustee Bajwa asked if the Sustainability Committees on each campus will have access to the data. Ms. Powell said access will be provided.

After this discussion, the motion to award the contract carried, all members voting “Aye.”

APPROVAL OF CONTRACT AWARD FOR THE CAÑADA COLLEGE AND COLLEGE OF SAN MATEO THEATER HOUSE LIGHTING RETROFIT PROJECT (14-10-104B)

It was moved by Vice President Miljanich and seconded by Trustee Holober to approve the contract award as detailed in the report. The motion carried, all members voting “Aye.”

APPROVAL OF CONTRACT AWARD FOR DISTRICTWIDE ELECTRONIC ACCESS CONTROLS AND ALARM MONITORING SYSTEMS SOFTWARE UPGRADE (14-10-105B)

It was moved by Vice President Miljanich and seconded by Trustee Mandelkern to approve the contract award as detailed in the report. The motion carried, all members voting “Aye.”

APPROVAL OF CONSTRUCTION CONSULTANTS (14-10-106B)

It was moved by Trustee Holober and seconded by Vice President Miljanich to approve the construction consultants as detailed in the report. The motion carried, all members voting “Aye.”

COMMUNICATIONS

None

STATEMENTS FROM BOARD MEMBERS

Student Trustee Bajwa said he attended the CCCSAA Student Leadership Conference along with student government leaders from the three Colleges. Workshop topics included statewide student government and current issues, such as Assembly Bill 1358 regarding student representation fees. Student Trustee Bajwa said he also participated in a discussion about a social change model, specifically addressing how boards of trustees affect students and how students in turn affect their communities. Misha Maggi, Student Life and Leadership Manager at Cañada College, led workshops as did Aaron Schaefer, Student Life and Leadership Manager at College of San Mateo. Student Trustee Bajwa said discussions with other student trustees and student leaders from around the state reinforced his and other District students’ pride in being part of such a progressive and welcoming district.

Trustee Mohr said he appreciates the executive reports that the College Presidents prepare for Board meetings. He quoted from President Buckley’s report prepared for tonight’s meeting:

“In its recent publication, *Empowering Community Colleges To Build the Nation’s Future*, the American Association of Community Colleges suggested that colleges need to ‘... develop [their] role as brokers of educational opportunities rather than solely as direct providers of instruction.’ As AACC President Walter Bumpus said, ‘This shift will require that community colleges literally reinvent themselves in the coming years.’ It is time that we abandon the discrete, insular practices that dominate our classroom culture and scale-up to the ‘high impact’ practices that make transformative student engagement the norm rather than the exception.”

Trustee Mohr said this is exactly the kind of transformative experience made possible by the programs and activities at the three District Colleges.

Trustee Mohr said he attended the pre-apprenticeship class at College of San Mateo; he said the 25 attendees were very engaged and excited to learn about the program and the opportunities it can afford. As a member of the Housing Leadership Council Board, Trustee Mohr attended a strategic planning meeting; discussion included the basic mission and strategies for communication regarding the need for housing across the county. Trustee Mohr said the members of the Education Committee of the Redwood City-San Mateo County Chamber of Commerce are very interested in the concept of early college high school and want to discuss it further. Trustee Mohr attended Assemblyman Rich Gordon's K-12 Education Update at which a panel of board members from area school districts discussed how their districts are immersed in core academic subjects and the training needed in those areas. Trustee Mohr said the discussion reminded him of the importance of a smooth sequence from high schools to community colleges. Trustee Mohr congratulated Chancellor Galatolo on his induction into the College of San Mateo Athletic Hall of Fame.

Trustee Mandelkern congratulated Chancellor Galatolo on his induction into the College of San Mateo Athletic Hall of Fame, along with other inductees. Trustee Mandelkern encouraged everyone to vote in the upcoming election on November 4. He said there are a number of issues on the ballot which are related directly or indirectly to education.

RECESS TO CLOSED SESSION

President Schwarz said that during Closed Session, the Board will (1) consider the personnel items listed as 1B on the printed agenda (2) conduct a public employee performance evaluation as listed on the printed agenda.

The Board recessed to Closed Session at 7:50 p.m. and reconvened to Public Session 10:00 p.m.

ADJOURNMENT

It was moved by Vice President Miljanich and seconded by Trustee Mohr to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 10:05 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the November 24, 2014 meeting.

Patricia Miljanich, Vice President-Clerk