

**Minutes of the Study Session of the Board of Trustees
San Mateo County Community College District
September 9, 2015, San Mateo, CA**

The meeting was called to order at 6:00 p.m.

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

Others Present: Chancellor Ron Galatolo, Executive Vice Chancellor Kathy Blackwood, College of San Mateo President Michael Claire, District Academic Senate President Diana Bennett

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

Vice President Mandelkern asked that this meeting be adjourned in memory of the victims of the San Bruno pipeline explosion; he noted that tomorrow will mark the five-year anniversary of that event.

MINUTES

It was moved by Trustee Mohr and seconded by Trustee Holober to approve the minutes of the Board meeting of August 12, 2015. The motion carried, with President Miljanich abstaining and all other members voting "Aye."

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 (15-9-1A)

It was moved by Vice President Mandelkern and seconded by Trustee Holober to approve the actions in Board Report No. 15-9-1A. The motion carried, all members voting "Aye."

PUBLIC HEARING OF AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME), LOCAL 829, COUNCIL 57, AFL-CIO INITIAL CONTRACT PROPOSAL TO THE DISTRICT (15-9-2A)

It was moved by Vice President Mandelkern and seconded by Trustee Schwarz to conduct the public hearing. The motion carried, all members voting "Aye." President Miljanich declared the public hearing open at 6:04 p.m. She asked if there were public comments or questions; there were none. President Miljanich asked if there were or comments or questions from the Board. Hearing none, she declared the public hearing closed at 6:05 p.m.

OTHER RECOMMENDATIONS

PUBLIC HEARING OF THE 2015-16 FINAL BUDGET (15-9-100B)

It was moved by Trustee Schwarz and seconded by Trustee Holober to conduct the public hearing. The motion carried, all members voting "Aye." President Miljanich declared the public hearing open at 6:06 p.m.

Executive Vice Chancellor Blackwood thanked staff who helped prepare the budget report, particularly Rachelle Minong, District Budget Officer. Executive Vice Chancellor Blackwood presented an overview of the budget, including information on budget assumptions; Fund 1 revenues and expenses; community-supported vs. state revenue limit status; increased categorical funds; resource allocation; PERS and STRS increases; the Retirement Trust Fund; and other issues such as accreditation, the Measure G parcel tax, Redevelopment Agencies, reserves, the 50% Law, and the District Strategic Plan.

Following Executive Vice Chancellor Blackwood's report, President Miljanich asked for public questions or comments. Hearing none, she declared the public hearing closed at 6:25 p.m.

ADOPTION OF THE 2015-16 FINAL BUDGET (15-9-101B)

It was moved by Vice President Mandelkern and seconded by Trustee Schwarz to adopt the final budget as detailed in the report. Vice President Mandelkern said the Fund 1 expenses show an increase of \$12.5 million over last year for the Materials and Operating line item. Noting that approximately \$10 million of this is from one-time money received from the State as part of a mandated costs block grant which has not yet been allocated, he asked how the remainder will be spent. Executive Vice Chancellor Blackwood said she asked the Colleges and District Office to submit proposals. Discussions at Chancellor's Cabinet meetings, which includes the Vice Chancellors and College Presidents, are ongoing and there are no recommendations at this time. Chancellor Galatolo said the funds might not all be spent in one year. He said proposals are being aligned with the draft of the Strategic Plan and a spending plan will be brought to the Board. Trustee Holober said it is important to note that a Strategic Plan has not yet been approved and, therefore, should not be used as a rationale for expenditures. He also said he has some concern about spending all of the \$10 million in one-time money in one year. He said he believes the Board should discuss spreading the funds over several years so that initiatives can have the ability to go forward beyond one year. He suggested that some of the money be placed in the reserves to be spent in future years. Executive Vice Chancellor Blackwood said this could most accurately be reflected in the revised budget which will be approved after the allocations are made. The Board agreed that when determining the allocations, it is important that all parties understand that the funds should not be considered as one year only funding.

Trustee Mohr asked about the process for determining allocations. Executive Vice Chancellor Blackwood said the discussions at the Chancellor's Cabinet focus on where the funds are needed most. Projects that have been submitted for funding include the SparkPoint Centers, Project Change, Supplemental Instruction, the Freshman Success Initiative, and the Middle Colleges.

Trustee Mohr said the budget report indicates that the District has spent approximately \$1 million per year on behalf of managed hiring, which helped avoid layoffs. Executive Vice Chancellor Blackwood said the amount being spent is decreasing. There are approximately twelve positions that were marked for managed hire during the recession and still have not found a permanent home and are receiving support. Chancellor Galatolo added that there have been a number of temporary positions that have been converted to permanent positions after vacancies occurred. He said that as a result of managed hire, there have been no pink slips, March 15 notices, or layoffs.

Trustee Mohr noted that the Enterprise endeavors are doing well. Executive Vice Chancellor Blackwood said all Enterprise Operations need to maintain positive balances. For example, the Bookstores need a balance to carry inventory and the San Mateo Athletic Club must have a balance to handle depreciation and replenishment of equipment. Chancellor Galatolo said two standing items on the agenda for the Board's annual retreat will be (1) evaluating the Strategic Plan and (2) examining the balances in Enterprise Operations funds and identifying how to spend the revenues that are over and above the required balances.

Trustee Holober said that at the last Board meeting, he questioned a quarterly report that showed a large salary and benefit expense for the San Mateo Athletic Club. He said he received email responses indicating these are not District salaries and benefits; rather, they are third party management company salaries and benefits. Trustee Holober said page 80 of the budget report seems to indicate this, indicating that the operating expenses of \$3.3 million consist of salaries and benefits paid by MediFit. He said he believes this a proper way to present the budget. However, he said that page 81 shows \$2 million in salaries and \$480,000 in benefits as if they are District expenses. Trustee Holober said he does not believe this is a proper way to present a budget. Chancellor Galatolo said page 81 is meant to be an information page which is supplemental to page 80, showing a breakdown of costs. He said the intent is to provide more detailed information to the reader. After further discussion, it was agreed that the supplemental page will be retained but expenses will be labeled "Contracted Salary" and "Contracted Benefits" to provide more clarity. Similarly, the salary and benefits expenses listed for District Cafeterias on page 79 will be labeled "Classified Salary" and "Classified Benefits" to provide clarification.

Trustee Holober said that in the past year, the Board has heard from one of the Vice Chancellors that approximately \$100,000 in revenue from San Mateo Athletic Club was donated to charitable organizations. He asked where this is reflected in the budget. Executive Vice Chancellor Blackwood said it is reflected in “Other Out Go.” Trustee Holober said he would like the \$408,000 shown as “Other Out Go” to be shown as a transfer to the general fund. Executive Vice Chancellor Blackwood said she does not believe it can be shown as a transfer but she will check with the auditors.

Trustee Holober said he would like to assure that revenues from Enterprise Operations are under control of the Board in the future as they are decisions that should be made through the budget process. He said that when the Board adopts a budget, rules should be adopted by which to govern the budget and he would like to see the rules specify that these funds are under control of the Board. Chancellor Galatolo suggested that it be defined in a Board policy. He said the Board could set the stage for deciding how to spend the funds at their annual retreat in February, tentatively adopt a spending plan in June, and formally adopt it in September. He said this calendar could be reflected in the Board policy. Chancellor Galatolo said he envisions a process in which staff would bring a list of recommendations for the expenditure of Enterprise revenues for the Board to affirm, modify or reject.

Trustee Mohr said that clear processes for spending revenue are already in place and he believes the expenditure of the funds in question was an anomaly. He said the revenues were wonderfully spent in the interest of students but stood outside the normal process and should be moved back to the mainstream. President Miljanich agreed that there are processes on the campuses that should be followed. Trustee Schwarz asked if there will be a place in the budget to reflect how the revenue was spent. Chancellor Galatolo said he believes the narrative is the most appropriate place to include a list of programs that are underwritten by Enterprise Operations.

Trustee Mohr noted that one College had a significant increase in Internet enrollments while this was relatively steady at the other two Colleges; he asked if a cause and effect is known. President Claire said the difference is due in part to how Internet classes are categorized; for example, hybrid courses are not included in “Internet Enrollments.” He said another factor is how many online courses are offered at each College at different times. Chancellor Galatolo said he is less concerned about enrollments than he is about load. He said that because the District is self-supporting, it has an opportunity to focus on serving the broader community by addressing the needs of traditionally underserved populations, secondary learners and those who need flexible learning schedules including online courses.

In response to a question from Student Trustee Bajwa, Executive Vice Chancellor Blackwood said the State permits colleges to offer courses that have hours by arrangement. However, in order to count as FTES, they must be regularly scheduled; the first hour for every student must occur before census date; all of the hours must be documented; and they must be under faculty supervision.

Vice President Mandelkern said he has concerns about the volatility indicated by changes in value in the Futuris Public Entity Trust for Other Post Retirement Benefits. He asked if there is an investment policy for the Trust. Executive Vice Chancellor Blackwood said the policy is not significantly different from the District’s investment policy which was approved by the Board, although it permits investments in different items and for longer periods of time. Vice President Mandelkern asked if there is a professional fund manager for the Trust. Chancellor Galatolo said the investment manager is with Morgan Stanley. At Vice President Mandelkern’s request, Executive Vice Chancellor Blackwood said she will arrange for the investment manager to present a report to the Board.

President Miljanich asked what “big picture” she should take away from the information on pages 131 and 132 which compare investments in the County Pool and the Local Agency Investment Fund (LAIF). Executive Vice Chancellor Blackwood said the charts show that the County Pool is doing much better than LAIF.

After this discussion, the motion to adopt the 2015-16 final budget carried, all members voting “Aye.”

APPROVAL OF NON-SUBSIDIZED TUITION FEES FOR CHILD DEVELOPMENT CENTERS, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (15-9-102B)

It was moved by Trustee Mohr and seconded by Trustee Schwarz to approve the tuition fees as outlined in the report. Student Trustee Bajwa asked if funding sources other than an increase in fees were considered. Executive Vice

Chancellor Blackwood said there are three sources of funding: (1) the subsidized contract from the California Department of Education; (2) fees paid by non-subsidized parents; and (3) a small amount of money for food from both the federal and state governments. Executive Vice Chancellor Blackwood said subsidized parents pay no fees. She added that there has not been an increase in fees for non-subsidized parents for five years. After this discussion, the motion carried, all members voting “Aye.”

STUDY SESSION

CAPITAL IMPROVEMENT PROGRAM-PHASE 3 (CIP3) UPDATE: PROJECT OVERVIEW; DELIVERY METHODS; PRIORITIZE PROJECTS ALIGNED WITH DELIVERY METHODS (15-9-1C)

José Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations, said that at the last Board meeting, the Board directed staff to return with a comprehensive overview of plans for CIP3 including proposed project prioritization, budget, and delivery methods. The report tonight will cover these areas. Vice Chancellor Nuñez introduced Karen Powell, Executive Director of Facilities Planning and Operations; Brad Saylor, cost estimating consultant with Leland Saylor Associates; Mike Parkyn of Leland Saylor Associates; and Gary Moriarty, scheduling consultant with AECOM.

Vice Chancellor Nuñez outlined a budget of \$481 million for CIP3 along with funding sources, including \$388 million from Measure H. He said the projected need and recommended total program budget for CIP3 is approximately \$530 million; therefore, there is a deficit of approximately \$50 million. Vice Chancellor Nuñez discussed the programmatic needs and specific projects at each of the Colleges and for Districtwide projects. Working with the executive leadership at the Colleges, seven projects have been identified as priority, first wave projects:

- Cañada College – Kinesiology & Wellness (B1); Math/Science/Technology (B23N)
- College of San Mateo – Humanities & Arts (B3); Student Life & Learning Communities (B17); Center for Emerging Technologies (B19)
- Skyline College – Social Science & Creative Arts (B1N); Environmental Science (B12N)

Vice President Mandelkern said he recognizes the programmatic needs, but said the District has a budget that it must live within and it may not be possible to fund everything on the wish lists. He said there is a need to prioritize projects and complete those with highest priority first. He said that if the District is not successful in reducing the deficit sufficiently, some of the projects might not be able to be considered top priority. Ms. Powell said staffs is working to find other creative ways to meet the needs that have been articulated, such as submitting grant proposals.

Trustee Mohr said he assumes that the project costs being presented are based on the best estimates that staff has been able to acquire. Vice Chancellor Nuñez said cost estimates are based on industry standards. He said Mr. Saylor will provide more detailed information on cost estimates later during this meeting.

Trustee Holober asked for further information on funding sources, particularly Fund 4 and potential State Capital Outlay. Executive Vice Chancellor Blackwood said Fund 4 (Capital Project Fund) contains residual money primarily left over from the sale and swap of land at Skyline College. Vice Chancellor Nuñez said the State Capital Outlay money is earmarked for projects that have been approved by the State; however, the funds are not guaranteed and funding depends on passage of a statewide facilities bond in 2016.

President Miljanich said that while the projects are different, the process is similar to that in the past, i.e. staff works with the campuses and constituents to prioritize projects and brings recommendations to the Board. Vice Chancellor Nuñez agreed that the same process is being used that has been used in the past. Trustee Schwarz said the difference is that the reductions that are needed to stay within budget are greater than in the past. Trustee Mohr said the projects listed are those that faculty and staff at the Colleges believe are needed in order to complete the mission of the Colleges. He said collaboration with the College communities has been very thorough.

Mr. Saylor said Leland Saylor Associates has been a leader in construction cost estimating and market research for 53 years. He said Leland Saylor was brought in to establish a process for control which involves establishing a budget baseline; proactive value engineering and cost advice between phases; constant contact with vendors and

subcontractors, and utilization of program-wide estimating to ensure consistency in pricing. Mr. Saylor discussed market activity, including the increase in construction volume, productivity lags due to lack of trained, skilled tradespersons, rise in unit labor costs, and increasing backlogs. He said that on the Peninsula, costs are escalating at a rate well above the national average.

Trustee Holober noted that the estimated costs for most District projects include escalation for three years. Looking historically and given the cyclical nature of construction, he asked what the experience has been on the extent of this type of escalation before a recession hits and costs come down. Mr. Saylor said the indices indicate that as we move out of a recession, the escalation rate always increases. He said he anticipates another 18 months of higher than normal escalation. The rate may then plateau at an above-standard rate for the Bay Area and may continue for an additional 1.5 years until some of the larger construction projects in the area are completed. In response to a question from Ms. Powell, Mr. Saylor said that costs are not expected to decrease for the next five to ten years; rather, there will likely be an increase in costs of approximately 22% over the next five years.

Ms. Powell discussed the following project delivery methods: Design-Bid-Build, Multiple Prime, Design-Build, and Construction Management At Risk (CMAR). She said there is no perfect method and risks vary from project to project. She said each delivery method can mitigate different risks in different ways. She said the objective is to align each project with the delivery method that will best mitigate the particular risks associated with the project.

Trustee Holober asked how costs are locked in with a CMAR contract. Ms. Powell said a CMAR gives a time and materials proposal for pre-construction services during the design phase; this will be either a lump sum amount or a not-to-exceed amount. The CMAR submits a separate price quote for their overhead, profit and fees for the construction phase; this is generally fixed as a percentage of the estimated trade contract value. The District considers these costs, along with other qualifications and experience, when making a selection. The District then completes the design process, bids the subcontracts along with the CMAR, locks in the subcontract prices, and applies the previously agreed upon percentage; this comprises the Guaranteed Maximum Price. In response to a question from Trustee Holober, Ms. Powell said the subcontractors are chosen through a competitive bidding process and contracts are awarded to the lowest responsive bidder.

Trustee Mohr asked what explicitly would cause staff to recommend CMAR rather than Design-Build for a project. Ms. Powell said the District has more control over the design with CMAR and she would recommend this method for less complicated projects. For more complex and detailed projects, which have the potential for constructability issues and unforeseen gaps in the design, she would recommend the Design-Build method which would minimize the risk to the District.

Vice Chancellor Nuñez discussed which delivery method is recommended by staff for each of the seven projects.

Trustee Schwarz asked if any of the methods allows for the possibility of the owner and the selected contractor to be present when the subcontractor bids are opened. Ms. Powell said that with the CMAR method, staff or their representatives would open the envelopes. This would not be the dynamic with the Design-Build method but staff may introduce some transparency in the subcontractor bidding strategy.

Vice President Mandelkern asked what the timing would be for the rollout of projects. Ms. Powell said the seven first wave projects would be completed first. She said the Center for Emerging Technologies at College of San Mateo would be slightly behind. Vice President Mandelkern said the District has not used the CMAR method previously and said it might make sense to begin one of the projects utilizing CMAR first and monitor the process. Ms. Powell said the Cañada College projects, for which CMAR is recommended, are six to seven months ahead of all other projects in the design process, with the schematic design of the Kinesiology & Wellness building complete.

Trustee Holober asked what the cost is for the seven projects identified as first wave projects. Ms. Powell the cost is \$362.5 million. Trustee Holober noted that there are assumptions built into the funding sources, including passage of a statewide facilities bond, which might not occur.

Trustee Holober said the mission of the District is the education and training of students and those who could benefit from academic and job training. He said he questions the placement of wellness facilities as priorities, particularly with the cost and size more than double what was presented in July of last year. He said it could perhaps be scaled back to the initial scope. Vice Chancellor Nuñez there are major instructional programs that would be housed in this building, including Kinesiology and Athletics. He said many other major instructional facilities were built during the first two phases of construction while Athletics was not addressed. Gregory Anderson, Vice President of Instruction at Cañada College, said the current facilities for instructional programs are decrepit. He said student needs in the Dance, Kinesiology and Athletics programs are not being met. He said the ability to attract students who come to the College because of its Athletics programs is completely hindered because of the facilities.

Trustee Holober said that at the July 2014 presentation of proposed projects to the Board, the Kinesiology and Wellness project at Cañada College was planned to replace the current 38,000 square foot building with another 38,000 square foot building. He said he assumes that discussions were held prior to that meeting and that the College administration believed the plan was sufficient to meet their needs. He asked what caused the change that more than doubles the size of the facility, now shown at 85,000 square feet. Chancellor Galatolo said the space for the academic and athletics programs remains at 38,000 square feet. He said the plan is to expand the project, with approximately 30,000 square feet of the additional space being used for a fitness center which will underwrite the 38,000 square feet of gymnasium that will be replaced.

Trustee Holober questioned whether the surplus funds from the San Mateo Athletic Club (SMAC) are sufficient to underwrite the academic/athletic programs at College of San Mateo. Chancellor Galatolo said the facility at College of San Mateo was largely underwritten by SMAC and community members' use of the facility. He said SMAC underwrites the cost of equipment, as well as maintenance of the pools which otherwise would have to be paid from the College's general fund. In addition, reserves from SMAC are being invested back into the College for valuable programs. Chancellor Galatolo said the facility is tri-purpose: training students to become professionals in the industry through a certificate/degree program; enabling students to meet general education requirements needed to complete non-fitness degrees; and providing a facility for community use.

Trustee Schwarz said she believes the leadership at the campuses understand the limited funding and the need to use the funds to the best of their ability. She said she does not believe it is her job as a trustee to prioritize projects. She said the Board may need more details about the changes caused by quickly rising costs. However, she is confident that District and College staff, as well as the experts that have been brought in, will do the best they can with the funding provided by the community.

Trustee Mohr said the Facilities team and their colleagues have accomplished a tremendous record of carrying out hundreds of millions of dollars in construction projects in an exemplary way because of the professional quality they bring. He said that, based on the experience of what the team has been able to do over time, he feels very confident with their recommendations. Regarding Building 1 at Cañada College (proposed to be replaced by the new Kinesiology and Wellness Building), Trustee Mohr said he cannot think of another building throughout the District that is more outdated than Building 1. He said opportunities for Cañada College students in the areas of Athletics, Dance and other programs are not in line with opportunities for students at the other two Colleges. For this reason, Trustee Mohr said he believes it is imperative to address this as a first priority project.

President Miljanich said there will be further discussion on CIP3 projects and delivery methods when a proposal is brought to the Board for action at the September 30th meeting.

REPORT ON PROGRAM STABILIZATION AGREEMENT AMENDMENT (15-9-2C)

Chris Strugar-Fritsch, Director of Capital Projects, said staff is in the process of developing an amendment to the District's Program Stabilization Agreement, also known as a Project Labor Agreement (PLA). He said the proposed amendment will include the project list; delivery methods; a requirement to support the Trades Introduction Program (TIP); and the right for the District to seek alternative measures for trade contracting if there are fewer than a minimum number of bids received and/or if the bids exceed a specified percentage over the District's engineers' cost estimates. Mr. Strugar-Fritsch said he has initiated dialogue with James Ruigomez, Business Manager/Executive Director of

the San Mateo County Building and Construction Trades Council, and is working with him on language for the amendment.

Trustee Schwarz asked if there is a timeline for putting an amended PLA in place. Mr. Strugar-Fritsch said it should be in place before the District solicits bids from subcontractors. He said construction managers, general contractors and design-build entities can be informed that the District may have a PLA when RFPs are sent out. Mr. Strugar-Fritsch said it is most important to develop a PLA that serves the District well.

Vice President Mandelkern asked what is meant by “alternative measures” if there are fewer than a minimum number of bids or the bids exceed a specified percentage over the estimates. Mr. Strugar-Fritsch said the District always has the right to rebid projects and staff would like this to be incorporated into the PLA. He said there is also concern about mechanical, electrical, and plumbing (MEP) costs. He said that if fewer than a favorable number of bids are received, staff would like to open it up so that non-union contractors can bid and be awarded the contract. Trustee Mohr asked if the Building Trades Council has provided feedback on this issue. Mr. Strugar-Fritsch said the Building Trades Council hesitates to commit to a minimum number of bids because contractors make business decisions about which projects to bid and the Building Trades Council cannot control this or guarantee a certain number of bids. He said the District needs to ask the Building Trades Council to help solicit as many bidders as possible. Ms. Powell said the Building Trades Council has been successful in the past in exercising influence in solicitation of bids. She said Mr. Ruigomez is responsive and collaborative and is interested in crafting an agreement that will work for everyone. Ms. Powell added that there are alternative measures in addition to opening the bidding to open shops; for instance, staff might restructure some trade packages or conduct different types of outreach.

Mr. Saylor said PLAs that have been in place for other projects in which Leland Saylor has been involved contain measures such as Mr. Strugar-Fritsch described. He said allowing workers to come in from other counties has been used in some PLAs and would likely be more agreeable to the Building Trades Council than going to open shops. Regarding costs, Mr. Saylor said there are not large cost differentials on the commercial side for hourly rates of pay and benefits between PLA and non-PLA projects.

Trustee Schwarz said she cannot foresee any labor union agreeing to have an open shop provision in a PLA; she said she could not support this either. She said she is in favor of flexibility and in working collaboratively with the Building Trades Council to develop an agreement that can work.

Vice President Mandelkern said that in open shops, workers would still be paid prevailing wages and benefits; therefore, rising costs cannot be blamed solely on labor costs. He said construction materials costs have risen, along with contractor profits due to the competitive environment.

Trustee Mohr said he appreciates knowing what all the factors are that drive up costs and he believes this was articulated well at this meeting. He said it is important to protect the investment of the public and if this can be done with a PLA, he is in favor of doing so. He said the District must be sure that companies with union workers are not colluding in a way that drives up costs.

Chancellor Galatolo agreed with Mr. Saylor and Vice President Mandelkern that union and non-union wages are fairly comparable because of prevailing wage. However, he said that owners of subcontracts can also build in margins. He asked Mr. Saylor if he has noticed margins being different in union and non-union environments. Mr. Saylor said margins are slightly higher in open shops than in union shops. He said union workers are generally more productive than non-union workers because they have more training. Because of lower productivity, non-union shops need larger margins to cover their fixed overhead.

STATEMENTS FROM BOARD MEMBERS

Trustee Schwarz said she attended the graduation ceremony for the third class of TIP graduates. She also attended an event honoring Georgi La Berge’s retirement from the Peninsula Library Foundation; the San Mateo County Community Colleges Foundation golf tournament, at which she volunteered; and the Convocation Ceremony at Cañada College.

Vice President Mandelkern said he attended the Districtwide Opening Day ceremony which was well received. He also attended the Convocation Ceremony at Cañada College and the Skyline College President's Council Retreat which was held at the Cañada Vista clubhouse. Vice President Mandelkern said the Success Summit will be held at Skyline College on September 25 and he encouraged everyone who is able to attend.

Trustee Mohr said he attended the Districtwide Opening Day ceremony. He also attended a meeting of the Community College League's Advisory Committee on Education Services, which is tasked with assessing and evaluating the need for training for trustees and CEOs. Trustee Mohr is one of 14 members of the Committee. Trustee Mohr said Student Trustee Bajwa accompanied him to the Student Ambassador's office at College of San Mateo where he viewed an impressive list of student activities. Trustee Mohr said he had a conversation with President Claire regarding an activity being carried out at College of San Mateo whereby College faculty interact with faculty at the high schools. He said this connection truly matters in terms of what students learn and what they are prepared to do when they come to college. Trustee Mohr said the Accreditation Taskforce report from the State Chancellor's Office is very well done. He said it provides historic perspective, spells out the ideals of accreditation, and gives recommendations based on these ideals. Trustee Mohr recognized Chancellor Galatolo for his leadership in this endeavor.

RECESS TO CLOSED SESSION

President Miljanich said that during Closed Session, the Board will discuss the personnel items listed on the printed agenda. The Board will also hold a conference with District labor negotiator Kathy Blackwood; the employee organization is AFT.

The Board recessed to Closed Session at 9:30 p.m.
The Board reconvened to Open Session at 10:37 p.m.

CLOSED SESSION ACTIONS TAKEN

President Miljanich reported that no actions were taken at the Closed Session that was just concluded.

ADJOURNMENT

It was moved by Trustee Schwarz and seconded by Trustee Mohr to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 10:39 p.m. in memory of the victims of the San Bruno pipeline explosion.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the September 30, 2015 meeting.

Dave Mandelkern
Vice President-Clerk