

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
October 28, 2015, San Mateo, CA**

The meeting was called to order by Vice President Mandelkern at 6:05 p.m.

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

Others Present: Chancellor Ron Galatolo, Skyline College Vice President of Student Services Angélica Garcia, College of San Mateo President Michael Claire, District Academic Senate President Diana Bennett

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Trustee Holober and seconded by Trustee Mohr to approve the minutes of the study session of October 14, 2015. The motion carried, all members voting Aye.

STATEMENTS FROM EXECUTIVES

Chancellor Galatolo said Executive Vice Chancellor Kathy Blackwood is the recipient of the 2015 Walter Star Robie Award, presented at the Fall Conference of the Association of Chief Business Officials in Redondo Beach. He said this is the highest honor a California community college chief business official can receive. Chancellor Galatolo attended the dinner reception at which Executive Vice Chancellor Blackwood received the award and had a chance to share the history between him and Executive Vice Chancellor Blackwood. He said he hired her as a grants monitor at the Foothill-DeAnza District and soon recognized that she was a “star in the making.” She proceeded to earn a master’s degree in accounting and has truly been a leader for chief business officials throughout the State.

Skyline College Vice President Garcia said Skyline College’s Beta Theta Omicron Chapter of Phi Theta Kappa was named the 2015 Distinguished Chapter in the Nevada/California Region and the 2015 Fifth Most Distinguished Chapter at the international convention. She said the Chapter is doing incredible work and students are representing Skyline College and the District with great pride. Vice President Garcia said the Center for Transformative Teaching and Learning will welcome Lee Mun Wah as he delivers his second professional development presentation for faculty on November 25.

College of San Mateo President Claire said the College is mourning the loss of Professor George Kramm who died as a result of a biking accident. He asked that this meeting be adjourned in his memory. President Claire said Valerie Anderson, who produced the President’s Executive Report, retired after 35 years. As a result, the report is presented in a new format. He welcomed the Board’s feedback and suggestions on the format. President Claire said he, along with members of his senior staff, have met with Kevin Skelly, Superintendent of the San Mateo Union High School District, and Jane Yuster, Superintendent of the Cabrillo Unified School District, regarding the First Year Success Program. He said he and his team are impressed with the leadership and energy of the two superintendents. President Claire said the Spring 2016 Schedule includes a graphic stating that each year, more San Mateo County high school graduates enroll at College of San Mateo than any other single college or university in the United States. President Claire said the Meet the Ambassadors Breakfast will be held on October 30. He noted that Student Trustee Bajwa is one of the ambassadors.

District Academic Senate President Bennett said the Academic Senate has been holding conversations at every level regarding the migration to Canvas, the content management system that the Statewide Online Education Initiative (OEI) has adopted. An open forum was held on October 16 and was available in person, via telephone and via video. The panel included an OEI executive member, a representative of the @ONE online teacher training program, and a faculty member who was part of the Canvas pilot program. President Bennett said the Academic Senates at the three Colleges have recommended the adoption of Canvas as the Districtwide content management system. She said this will be beneficial because it will provide consistency and standardization of the content management system. President Bennett said the District will join Cohort 2 in April. The 15 to 18 month program will include migrating courses to Canvas and providing training programs.

Denis Zheng, President of the Associated Students of Skyline College (ASSC), said students participate in many governance committees, task forces and operational work groups. He said there are 48 active clubs on campus, including the Art and Design Coalition which was added this semester. At the College's Opening Day event, President Zheng informed faculty and staff about the purpose of ASSC and how its events can make an impact on student life on campus. This semester, ASSC has sponsored or participated in: Skyline College Welcome Week; Constitution Day; Latino Heritage Month; National Coming Out Day; #IAMUCC, in response to the shooting at Umpqua Community College; Butte County Fire Donation Drive; Breast Cancer Awareness Day; and the College Lecture Series presentation by Camille Seaman. President Zheng said ASSC students participated in leadership training, social diversity training and team building at their Fall Retreat in Middletown, California. Students also attended the California Community College Student Affairs Association Conference. Upcoming events include Skylooween and a Relationship Violence and Prevention Workshop. Trustee Mohr said President Zheng's report made it clear that ASSC reaches out to students and helps them feel welcome and comfortable. Student Trustee Bajwa said ASSC makes sure that the student population is well-represented in all areas. He recognized Amory Cariadus, Director of Student Development, who was in the audience. Trustee Schwarz said students report that being involved in the Associated Students helps them succeed. She thanked President Zheng and his colleagues for giving their time to this effort. Vice President Mandelkern thanked President Zheng for an excellent report.

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES – EPI: EDUCATION PREPARATION INSTITUTE AT SKYLINE COLLEGE (15-10-4C)

Christine Roumbanis, Dean of Business, Education and Professional Programs, introduced Dr. Sarita Santos, Professor of Early Childhood Education, and EPICenter student assistants Ashley Hutomo and Jazeen Rahman. Dean Roumbanis presented a brief history of the EPICenter. She said Professor Kate Williams Browne was the first full-time employee in the Early Childhood Education program. Through Professor Browne's philosophy of "build it and they will come," the program grew and other permanent positions were added. This led to the vision of having an EPICenter which would focus on all aspects of teacher preparation.

Professor Santos said the intent of the EPICenter is to grow the Early Childhood Education and Education (ECE/EDU) program into an education program that also addresses teacher preparation for the elementary grades, Special Education and, eventually, middle school and high school. She said California continues to face a teacher shortage, making it more important to start getting students on a pathway early in their educational careers.

Professor Santos discussed the three pathways currently available to students: Early Childhood Education, Early Childhood Special Education, and Elementary Education. She outlined the certificates/associate degrees that can be earned in each of the pathways.

Professor Santos discussed the EPICenter's sources of support; they include a private donation from a former ECE student, an Early Learning Fellows grant in collaboration with Cerritos College, and the President's Innovation Fund. The EPICenter has developed partnerships with the Skyline College Child Development Lab Center, San Bruno Park School District, South San Francisco Unified School District, Jefferson Elementary School District, and San Francisco State University.

Professor Santos said the EPICenter is a one-stop shop for all things that are teacher education-related. She said the mission is to support students exploring and/or pursuing a career in teaching via a resource library, study area, student lounge, dedicated program services coordinator, dedicated academic counselor, retention and support specialist, and peer mentors/tutors. The vision of the EPICenter is to establish, promote and support a "teacher preparation culture" at Skyline College.

Ms. Hutomo and Ms. Rahman spoke briefly about their work as student assistants at the EPICenter and about their career pathways. Professor Santos showed a video highlighting students Randy Mai, Colleen Rocks, Giavannia Diaz-Santos, and Elias Paz.

Professor Santos invited everyone to attend the grand opening of the EPICenter; the ribbon cutting ceremony will take place on November 17 at 1:00 p.m.

Trustee Mohr said he is in awe of the work being done at Skyline College. He said there has been a recent series of articles in *Ed Source* regarding the quality of teacher training, including an article stating that teachers are not trained as extensively and continually as is needed, including at the college level.

Trustee Schwarz said she attended a Town Hall meeting with State Superintendent of Public Instruction Tom Torlakson at which a key topic was the teacher shortage. She commended Skyline College for offering this program, allowing students to realize that the pathway to becoming a teacher is not difficult. Trustee Schwarz said she believes there is a need for the special education component.

Vice President Mandelkern said there is a great need to address the teacher shortage and he appreciates what this program is doing in terms of teacher training. He said the need for certification of people who already have college degrees and want to become teachers was also addressed at the Town Hall meeting with Superintendent Torlakson. He asked if the EIPCenter could address this need as well as offering professional development classes for current teachers. Professor Santos said it would be possible to offer professional development classes. She said training for current teachers is being offered at the San Bruno Park School District and will be continued with other school districts. She said training at the graduate level is typically offered at a university and would necessitate a partnership with a CSU such as California State University, East Bay and/or San Francisco State University. Vice President Mandelkern said he would support exploration of a partnership by which the EPICenter could offer teacher certification for people who already have college degrees.

Trustee Holober asked if there are State standardized requirements for ECE certification. Professor Santos said there are Child Development Permits which are available at different levels (Assistant, Associate Teacher, Teacher, Master Teacher, etc.), each level requiring a specific number of units. She said the program at Skyline College parallels the requirements of the State Permits.

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 (15-10-2A)

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the items in the report. Trustee Mohr noted that several positions are grant funded and asked what happens to those employees after the grants expire. Chancellor Galatolo said the positions end when the grants end, with some exceptions for classified employees. After this discussion, the motion carried, all members voting Aye.

ACCEPTANCE OF AMERICAN FEDERATION OF TEACHERS, LOCAL 1493 INITIAL CONTRACT PROPOSAL TO THE DISTRICT (15-10-3A)

It was moved by Trustee Holober and seconded by Trustee Mohr to accept the Initial Proposal. The motion carried, all members voting Aye.

ACCEPTANCE OF CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 33 INITIAL CONTRACT PROPOSAL TO THE DISTRICT (15-10-4A)

It was moved by Trustee Schwarz and seconded by Trustee Holober to accept the Initial Proposal. The motion carried, all members voting Aye.

APPROVAL OF CONSENT AGENDA

Vice President Mandelkern said the consent agenda consists of board reports 15-10-1CA through 15-10-5CA as listed on the printed agenda. It was moved by Trustee Schwarz and seconded by Trustee Holober to approve the items on the consent agenda. Trustee Mohr asked for clarification on the \$33,000 warrant for CSM Mircoenterprise Center Research Consulting Services. President Claire said this is for a consulting contract with Hilary Goodkind to follow up on the findings of the business needs assessment. After this discussion, the motion carried, all members voting Aye.

Other Recommendations

AUTHORIZATION AND UTILIZATION OF FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES CONTRACT FOR THE PURCHASE OF OFFICE SUPPLIES (15-10-100B)

It was moved by Trustee Mohr and seconded by Trustee Holober to approve the authorization as detailed in the report. The motion carried, all members voting Aye.

INFORMATION REPORTS

UPDATE ON NURSING PROGRAM AT COLLEGE OF SAN MATEO (15-10-5C)

President Claire said there have been ongoing concerns about finding qualified faculty to teach in the nursing program, largely due to the difference in what a nurse can earn vs. a faculty member. He said there have also been issues with clinical placements. He said Jane McAteer, Director of Nursing, will address these issues.

Full-time Staffing

Ms. McAteer said student enrollment in the nursing program has remained stable over the years while the number of full-time faculty has ranged from three to five, mostly three in recent years. She said this ratio is extremely low compared with other comparable community college nursing programs. The program also employs 26 adjunct faculty members which is higher than most other nursing programs. Between 2006 and 2011, no qualified full-time faculty members could be found. There was also a short period of time during which positions were frozen due to budgetary constraints. The Nursing Faculty Hiring Committee is interviewing candidates this week and next for a Simulation Skills Lab full-time faculty position and the Committee is hopeful that a qualified candidate will be hired to begin teaching in spring 2016. Ms. McAteer said the program also needs two additional full-time faculty members due to the high probability of full-time faculty retirements this year or next, as well as her own retirement in June 2017. The full-time faculty member who will retire soon is the Pediatric Content Expert. Per the Board of Registered Nursing regulations, five content experts are required and pediatrics is one of them.

Clinical Placements

Ms. McAteer said clinical placements for nursing students will continue to be a challenge. Per the Board of Registered Nursing regulations, 25% of the clinical hours may be completed in simulation, underscoring the need for a dedicated faculty member for simulation. Since agencies have limits on the number of students who may be present on a site at any given time, all students need simulation, either to make up hours or in lieu of being on site.

Ms. McAteer said that in spring 2014, UCSF Children's Hospital declined College of San Mateo's four clinical placement sections that the program had maintained for 25 years. President Claire, Ms. McAteer and Beth Smith, the Pediatric Content Specialist, spoke with the Nursing Director of the Maternal-Child Unit on a conference call. She suggested that they ask for a meeting with the Chief Nursing Officer, Director of the Center of Excellence, and Clinical Placement Coordinator. The meeting was held in July 2014, attended by Ms. McAteer and Julie Withrington, adjunct faculty member and Clinical Nurse IV at UCSF Benioff Children's Hospital. They were told that the decision to decline College of San Mateo's placements was based on the agency's policy to grant clinical placements only to programs based in the City of San Francisco. Interestingly, Samuel Merritt University continues to have placements even though they are based in Oakland and do not have a satellite campus in San Francisco. The meeting did not yield any changes to the policy nor in the decision to decline future placements from College of San Mateo. The Chief Nursing Officer suggested that Ms. McAteer reach out to the UCSF Benioff site in Oakland and the Lucille Salter Packard Children's Hospital at Stanford. A letter to the Lucille Salter Packard Children's Hospital resulted in three clinical placement sections on weekends. In addition, two sections were secured at Kaiser Santa Clara Pediatrics. Ms. McAteer has made requests for the same sections in Pediatrics for spring 2016 but has had no response thus far.

Ms. McAteer said medical-surgical placements are also an issue recently. The Regional Medical Center of San Jose had agreed to a clinical placement last spring for the fall of 2016. However, the contract had not been executed on their end and they awarded the placement to DeAnza College instead. Luckily, an additional placement was secured at Mills-Peninsula Health Services.

Outreach

- President Claire, Vice President of Instruction Sandra Comerford, Dean of Math/Science Charlene Frontiera and Ms. McAteer met with various constituent groups to outline the challenges, listen to possible strategies and discuss ongoing plans to reach out to community partners for potential faculty recruitment strategies.
- President Claire, Dean Frontiera and Ms. McAteer met with Cheryl Fama at the Peninsula Health Care District, along with her colleague Dennis Kneappel and Helen Galligan who serves on the Peninsula Health Care Board. The group discussed potential strategies and the discussions are continuing.
- On November 10, President Claire, Dean Frontiera and Ms. McAteer will meet with Cynthia Harrison, Deputy Sector Navigator and Health Workforce Initiative Representative.
- Ms. McAteer and Dean Frontiera will meet with David Feune, Interim Director of Human Resources, to further explore suggestions in terms of marketing.
- Outreach to community partners will continue during the remainder of the fall semester.

President Claire said the major challenge is with clinical placements. He said outreach to various groups to help develop strategies has been well received thus far.

Trustee Mohr asked Ms. McAteer to comment on the need for a baccalaureate degree vs. associate degree and the transfer path for students in the program. Ms. McAteer said people are well aware of the Institute of Medicine's recommendation that 80% of the workforce be baccalaureate prepared by 2020. She said a transfer fair was held last week, with nine colleges on campus. She said capacity at CSUs is limited but other opportunities for earning a baccalaureate are available.

Trustee Holober said the nursing program provides training for employment and fulfills a growing need to provide professional health care to the community. He said nursing has finally started to get the recognition it deserves and the pay and benefits that come with that recognition. He said there are times when employment conditions within an industry make it possible to earn more money and the Board may want to address this during the collective bargaining process. Regarding clinical placements, Trustee Holober asked if there is a requirement for hospitals to provide clinical placements since the nursing program is helping to train their future employees. Ms. McAteer said there may be an ethical requirement but there is not a legal requirement. She said the Sequoia Healthcare District is not participating at all because of their relationship with San Francisco State University. She said she is thankful to the San Mateo Medical Center, Mills-Peninsula Health Services and Kaiser Redwood City. Trustee Mohr asked if political influence could play a role, given that local hospitals primarily serve people in San Mateo County and the nursing students are primarily from the County. President Claire said he believes political pressure could be used but he would defer to the Board and Chancellor Galatolo in terms of when to take that step.

Trustee Schwarz said it is disappointing to be in this situation with such a vital program. She said she applauds the continuing efforts that are being made.

Student Trustee Bajwa asked if placements have been explored in the northern part of the County, such as Seton Hospital and Laguna Honda Hospital. Ms. McAteer said the nursing program has one section at Seton Medical in Daly City and one at Seton Coastside. She said Laguna Honda has not been approached because there are sufficient sections for long term care at other facilities. Vice President Mandelkern asked if attempts have been made to secure placements at Kaiser South San Francisco. Ms. McAteer said attempts have been made without success.

President Miljanich said it is important to support the nursing program. She said it is critical to have nurses with varying levels of education and expertise. She said it is unfortunate that it is challenging to find placements because nursing is an absolutely critical profession.

Vice President Mandelkern said the nursing program has a long history and is in high demand by students. Because of the difficulty in finding qualified candidates for faculty positions, he encouraged staff to make sure that the hiring process is as efficient and streamlined as possible. Regarding the increasing call for bachelor's degrees rather than associate degrees, Vice President Mandelkern said he hopes the merits of the respiratory therapy bachelor's degree program at Skyline College, along with other pilot programs around the state, are proven and that the legislature grants some flexibility to offer more programs which could include nursing. Chancellor Galatolo said the California Nurses Association and the CSU System are both in strong opposition to community colleges offering bachelor's degree programs in nursing. Trustee Holober said the membership of the California Nurses Association is predominantly

associate degree nurses and their position is that nursing is one of the few professions open to working class youth because the barriers to receiving an associate degree are much less than those for a baccalaureate degree.

Vice President Mandelkern said one approach to potentially securing more placements might be to work with hospitals on upgrading skills for existing employees who do not have bachelor's degrees. Ms. McAteer said the nursing program has an upgrade for Licensed Practical Nurses through which a licensed LVN can receive credit for the first year of the nursing program. Vice President Mandelkern said another area that could be considered is the recruitment of people who already have a bachelor's degree in another discipline and are interested in the nursing profession. Ms. McAteer said the merit-based criteria for acceptance gives more points to those having a bachelor's degree in another discipline. She said approximately three-fourths of current nursing students do already have bachelor's degrees.

UPDATE ON PUBLIC SAFETY (15-10-6C)

José Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations, said there has been a rise in school violence over the past several years. He said the report tonight will present an update on public safety initiatives and protocols, along with a discussion about armed vs. unarmed security forces on campuses. Vice Chancellor Nuñez introduced Mike Celeste, Director of Public Safety; Brian Tupper, Chief Public Safety Officer at Cañada College; Rob Dean, Chief Public Safety Officer at College of San Mateo; Jim Vangele, Chief Public Safety Officer at Skyline College; and Tom Maloney, Consultant/Emergency Planning Coordinator.

Mr. Celeste said there are approximately 24 staff members in the Public Safety Department. He said the Department is operational 24 hours per day and 365 days per year. He discussed the duties and responsibilities of the Department: maintain and enforce public safety; parking enforcement/citations; community policing; handle dynamic situations; earthquake/fire/general emergency evacuations; emergency preparedness/training; liaison with local law enforcement and fire departments; escort service; lost and found; and general public relations. Mr. Celeste said Public Safety personnel respond immediately to all calls for service. They will contact local agencies when appropriate and will assist students in contacting local agencies when they are the victims.

Mr. Celeste played a 30-second video on the escort service offered by the Public Safety Department. He said Chief Rob Dean initiated the information videos when he was at Skyline College. More videos will be produced through a video class project at Cañada College in conjunction with Public Safety staff. They will be played on monitors throughout the campuses and will be available on the College websites.

Mr. Celeste said officers wrote 374 incident reports in 2014. When incident reports are submitted, they are automatically sent to campus administration, the campus Chief Public Safety Officer, and Mr. Celeste. Approximately 2,000 parking citations were issued at Cañada College, 5,500 at College of San Mateo and 3,500 at Skyline College during fiscal year 2014-15.

Mr. Celeste said the Clery Act requires that certain crimes be reported to the federal government. For 2014, there were seven burglaries at College of San Mateo and one burglary at Cañada College. There were four burglaries and four vehicle thefts at Skyline College.

Mr. Celeste discussed campus alert systems which include the Emergency Announcement System; Alert U; UHF Radios; GWAMAIL "Blast" email; and the Public Safety website and Facebook page. San Mateo County also has the SMC Alerts system via email and text. Public Safety technology includes video cameras, ACAMs, AEDs (automated external defibrillators), 911 system, duress buttons, and electronic devices. In November, photo IDs will be introduced and will act as fobs. Student Trustee Bajwa said students are overwhelmingly in favor of ID cards and believe they will contribute to safety on the campuses. He thanked the District for considering students' perspective on this issue.

Vice Chancellor Nuñez discussed safety/emergency response, including the Districtwide Safety Committee; chemical hygiene plans, hazardous communication plans and material safety sheets at the campuses; emergency preparedness training; the Emergency Operations Center (EOC); equipment; communications; medical response; mandated disaster workers; and MOUs with the Office of Emergency Services, Red Cross, and PG&E. Mr. Maloney said existing MOUs with some local law enforcement agencies are being reexamined in order to share information and make sure the relationship with the District is open and engaged. Mr. Maloney discussed insurance/risk management and the Campus Threat Assessment Teams. He described "The Big Five" set of actions for emergencies – shelter in place; drop, cover and hold on; secure campus; lockdown/barricade; and evacuation. Vice Chancellor Nuñez and Mr. Maloney discussed the

many trainings, workshops and drills that have taken place at the campuses and District since 2013. Student Trustee Bajwa asked if students will be able to take advantage of campus crisis workshops. Mr. Celeste said the workshops are designed for faculty and staff to test and then will be offered to students at each campus, most likely in mid-November.

Chief Dean said that 92% of public institutions and 38% of private institutions nationwide employ sworn officers and 95% of these are armed. All University of California campuses except Hastings Law School have sworn, armed officers. All 23 California State University campuses have sworn, armed officers. Approximately 80% of California community colleges have armed officers.

Trustee Mohr said Public Safety personnel are clearly very proactive and professional. He said they are connected with local law enforcement agencies in a positive and constructive way. Trustee Mohr asked if there is further training that Mr. Celeste would recommend for Public Safety officers. Mr. Celeste said the Public Safety Department utilizes the South Bay Regional Training Center to develop and provide recommended courses for officers.

Trustee Mohr asked if there are needs for additional technology. Mr. Celeste said the Public Safety Department is above and beyond in terms of technology and he does not believe there are additional needs at this time.

Trustee Holober asked for clarification on an earlier statement that all employees are mandated disaster workers. Mr. Maloney said it is codified that all public employees are required to be disaster workers as a condition of employment. Trustee Holober asked if the duties of District mandated disaster workers could go beyond the District. Mr. Maloney said employees would be notified whether they are required to come to a District location or whether their services might be used elsewhere as a form of mutual aid.

Trustee Holober asked if there is a difference between being POST certified and being a sworn officer. Mr. Maloney said officers can obtain POST (Police Officer Standards and Training) certification after going through a prescribed police academy training and achieving certain longevity on their jobs. A sworn officer can enforce the law and take action; sworn officers nationwide are usually armed. Vice Chancellor Nuñez said the Public Safety Department began requiring POST certification for newly hired officers in 2009. Currently, approximately 80% of officers Districtwide are POST certified.

Trustee Holober asked about staffing within the Public Safety Department. Mr. Celeste said at least two officers, along with the Chief Public Safety Officer, are at each campus from 7:00 a.m. to 11:00 p.m. One officer is on duty Districtwide from 10:30 p.m. to 6:30 a.m. and goes to each of the campuses during the night. Staffing is adjusted for football games and large events.

Vice President Mandelkern asked Mr. Celeste his opinion on having armed vs. unarmed officers. Mr. Celeste said he would recommend doing a study and including the Public Safety Chiefs, College Presidents and key District personnel. Trustee Mohr asked if this is a serious enough question that it deserves being studied at this time. Mr. Celeste said he believes it is. Trustee Schwarz said she believes the times in which we live warrant consideration of armed officers and she said she would be in favor of conducting a study. Vice President Mandelkern said that, although attacks have occurred on campuses with and without armed officers, he believes it would be responsible to conduct a study to get informed opinions and to then have further discussion. Student Trustee Bajwa asked whether students will be able to participate in discussions. Mr. Celeste said he assumes discussions would take place in accordance with the participatory governance process. Trustee Holober said this is an important topic that should be a priority and he agreed that a study should be conducted soon. He noted that 80% of the District's peers have armed officers. He said that being in the 20% that do not have armed officers could be a consideration from a public relations standpoint should an incident occur at one of the campuses. Trustee Mohr said he assumes that any recommendation regarding armed vs. unarmed officers would be brought to the Board in conjunction with the police chiefs in the County. Mr. Celeste agreed with this statement.

Mr. Celeste said there are several ways that armed officers could be placed on the campuses:

- An officer from a local agency could be assigned to a campus. The San Bruno Chief of Police has already indicated that an officer could be placed at Skyline College. The District would have to pay for the officers which would be costly.
- The District could establish its own police department. This would also be costly.

- The Public Safety Department could remain as it is but have the ability to be armed, most likely beginning with the chiefs and supervisors.

Trustee Schwarz said she was impressed that at the recent summit at Skyline College, attendees were asked to note the exits and to pay attention to their surroundings. She noted that the door in the District Office that leads to offices on the first floor is locked; she asked if there are other doors that are also kept locked. Mr. Celeste said executive offices at College of San Mateo and Skyline College have been locked on occasions where there might be a threat, such as severe student discipline issues. Vice President Mandelkern asked if all classrooms have doors that can be locked from the inside. Vice Chancellor Nuñez said that approximately 80% of the doors on the campuses have ACAMS and can be automatically locked down. He said it would cost approximately \$1.5 million to retrofit all remaining doors. Vice President Mandelkern said he believes having locks on classroom doors should be a high priority because it is a matter of basic student safety. He said he believes it is the responsibility of the Board to make sure that remedying this problem is prioritized and funded. Trustee Mohr said he believes the important question to ask is what professionals would recommend to make the District as prepared as it can be, within reason, for the worst-case scenario. He said the Board counts on staff to bring recommendations of this nature, whether it be about armed officers, training, locks on doors, etc. Vice President Mandelkern agreed that it is important to solicit the opinions of professionals. He said he hopes staff understands the Board's priority to make sure that District students are in a safe environment.

Trustee Holober said this discussion has focused on the potential for violence and said he would be interested in knowing what further work needs to be done in the area of natural disasters as well.

President Bennett noted that some training, such as Red Cross and CPR, is taking place during times that faculty are not on campus. She asked that staff be mindful of the academic calendar when scheduling trainings. Vice President Mandelkern said training and preparation is critical. He noted that the last Districtwide shooter on campus training was two years ago and that there have been no lockdown drills at Skyline College or College of San Mateo for two years or more. Mr. Maloney said these trainings will be taking place every semester.

Trustee Holober said there appears to be heightened awareness on the part of faculty and staff regarding individuals who exhibit troubled behavior or statements. Mr. Celeste said there are crisis action teams on each campus which address these issues when they are reported. He said the Vice Presidents of Student Services bring in the Chief Public Safety Officer, Psychological Services and Nurses Office to discuss the situation. A local police department may also be called for guidance. President Claire said he has noticed a significant increase in awareness by faculty and a willingness to report troubling behavior. Trustee Mohr suggested an examination of protocols outlining steps to take when there are mental health issues, e.g. connections with mental health professionals to assess risks.

Vice President Mandelkern said he read about mobile apps that allow students to summon help without verbal communication. Mr. Maloney said the District tested the service from two vendors and found the response time could range from 30 seconds to 30 minutes. He said there is no data that shows long-term success of another vendor which is basing its price on the number of students on a campus. Public Safety staff will continue to monitor this issue.

Vice President Mandelkern asked why Public Safety Officers issue parking citations but not citations for moving violations. Mr. Celeste said Public Safety Officers do not have the authority to issue citations for moving violations.

Vice President Mandelkern said a statement was made at a meeting which he attended that the CHP has jurisdiction over the District's campuses. He said he does not believe this is correct and asked for confirmation. Mr. Celeste said the CHP can issue citations on the campuses as they can anywhere in the State. However, the San Mateo Police Department oversees College of San Mateo; the County Sheriff's Office oversees Cañada College; and the San Bruno Police Department oversees Skyline College.

DISCUSSION OF BOARD SELF-EVALUATION (15-10-6C)

The Board agreed to postpone this item until the meeting of November 11.

COMMUNICATIONS

Vice President Mandelkern said the Board received a letter via email from a faculty member regarding the delivery method for demolition and reconstruction of a building at Skyline College. He said Vice Chancellor José Nuñez responded to the email and the Board was provided with a copy of the response.

STATEMENTS FROM BOARD MEMBERS

Trustee Mohr said he attended the Association of Community College Trustees in San Diego. Issues discussed included the definition of success, use and tracking of data, and accountability. He said trustees also indicated that they are proud of working with their administrations on planning. There was tremendous interest on the part of trustees in baccalaureate programs at community colleges. James Milliken, Chancellor of the City University of New York, spoke about measures that were taken which increased the graduation rate from 25% to 50%. Jamillah Moore, Vice Chancellor of Educational Service and Planning, spoke along with two others on “Reality of the Female Community College CEO.”

Trustee Mohr said he attended the Housing Leadership Day event; topics included inequality and poverty in San Mateo County, Public Land for Public Good, and the San Francisco proposition being brought forward regarding affordable housing. Trustee Mohr said Barbara Christensen, Director of Community/Government Relations, did a tremendous job reporting on the impact that the District’s housing projects have had on employees.

Trustee Mohr said he attended a meeting of the Sequoia Union High School Board of Trustees because he noted that the agenda included an item listed as “Small School Update.” The SMCCCD Board had discussed the concept of a small school or early college high school with the Sequoia Board at an earlier meeting. Trustee Mohr said there was no discussion at the recent meeting about a meaningful connection with the Colleges. He said he believes the District should stay connected but should do so through District members of the Working Committee – Vice Chancellor Moore; Gregory Anderson, Vice President of Instruction at Cañada College; and Robert Shoffner, faculty member in the Business/Technology Division at College of San Mateo and Director of the Small Business Development Center.

Student Trustee Bajwa said he attended a California Community College Student Affairs Association conference. Approximately 550 attendees from around the State were in attendance. Workshop topics included effective leadership and interpersonal skills. Approximately 20 District students attended the conference and had a chance to hold a meeting while at the conference. These students are interested in meeting further to discuss student equity and other issues. Misha Maggi, Student Life and Leadership Manager at Cañada College, organized the conference with help from her committee. Student Trustee Bajwa said students feel very fortunate to be students in this District, particularly when compared with many other districts.

Vice President Mandelkern said he is pleased that College of San Mateo will host the Wounded Warrior Amputees vs. NFL Alumni flag football game in February. He said he assumes sufficient thought has been given to preparations, including cost recovery. He said this event will receive a significant amount of publicity and is a great opportunity for the District.

Vice President Mandelkern said he is aware that conversations are being held regarding restoring the District’s presence on the Coastsides. He said he would be interested in hearing more about this and discussing possible options such as basic skills and ESL, concurrent enrollment for high school students, and adult and continuing education for life-long learners. Trustee Schwarz said the District currently offers ESL programs and computer classes. She said this topic is closely connected with the funding for the adult education regional consortium. Chancellor Galatolo said the District is interested in exploring dynamic programs such as concurrent enrollment and early college models. He said Jane Yuster, the new Superintendent of the Cabrillo Unified School District, is also interested in pursuing these ideas.

Vice President Mandelkern said he will attend the Community College League of California Annual Convention which will take place in Burlingame in November. He said he has enrolled in the League’s Excellence in Trusteeship Program which is designed to facilitate the ongoing education of trustees.

Vice President Mandelkern said he attended the Daly City Youth Health Center open house. The Center’s Director is Kimberly Gillette who is also a member of Skyline College’s President’s Council. The Center provides primary care and mental health services to youth up to age 25, making many Skyline College students eligible for services.

RECESS TO CLOSED SESSION

Vice President Mandelkern said that during Closed Session, the Board will hold a conference with Labor Negotiator Kathy Blackwood; the employee organizations are AFSCME, AFT and CSEA. The Board will also conduct a public employee performance evaluation as listed on the printed agenda.

The Board recessed to Closed Session at 9:31 p.m. and reconvened to Public Session 11:20 p.m.

ADJOURNMENT

The meeting was adjourned by consensus at 11:22 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the November 11, 2015 meeting.

Dave Mandelkern, Vice President-Clerk