

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
September 28, 2016, San Mateo, CA**

The meeting was called to order at 5:00 p.m.

Board Members Present: President Dave Mandelkern, Vice President Thomas Mohr, Trustees Maurice Goodman, Richard Holober and Karen Schwarz

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Mandelkern said that during Closed Session, the Board will hold a conference with Agency Labor Negotiator Kathy Blackwood; the employee organizations are AFT and CSEA. The Board will also hold a conference with legal counsel regarding one case of existing litigation as listed on the printed agenda.

PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

None

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 5:02 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 6:14 p.m.

Board Members Present: President Dave Mandelkern, Vice President Thomas Mohr, Trustees Maurice Goodman, Richard Holober and Karen Schwarz, Student Trustee Dennis Zheng

Others Present: Chancellor Ron Galatolo, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College President Jamillah Moore, District Academic Senate President Leigh Anne Shaw

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Mandelkern said that the Board took no reportable action during Closed Session.

MINUTES

It was moved by Trustee Schwarz and seconded by Vice President Mohr to approve the minutes of the meeting of August 24, 2016. Trustee Schwarz asked that her comment regarding "Ratification of the Purchase of Nissan Vehicles to Update Facilities' Service Truck Fleet" be clarified. She said that when she first came to the District in 1995, the condition of the vehicles was deplorable and she is pleased that new vehicles are being provided for the Facilities staff in a timely manner. With this amendment, the motion carried, all members voting Aye.

It was moved by Vice President Mohr and seconded by Trustee Schwarz to approve the minutes of the meeting of September 14, 2016. The motion carried, all members voting Aye.

STATEMENTS FROM EXECUTIVES

Skyline College President Stanback Stroud reminded the Board about the White House Summit on Educational Excellence for African Americans which will be held at Skyline College on September 30.

College of San Mateo President Claire said the College has been notified that it will receive a \$5 million HSI-STEM grant with a focus on success, retention and completion.

Cañada College President Moore said the College has received a \$4 million HSI-STEM grant. The College also recently received a donation of a second Deborah Butterfield sculpture in the form of a horse called "Ohia." The sculpture is being donated by Mrs. Robin Gates, a supporter of Cañada College for several years. Mrs. Gates worked with Professor Denise Erickson to make the donation.

District Academic Senate President Shaw said the Academic Senate met on September 12 and set goals for the year, including the conversion from a Senate of the whole to a representative Senate, as well as aligning best practices among the Senates of the three campuses. President Shaw said that a chief goal is to focus on nurturing and culturing Senate leadership and succession planning. She said that with the increasing duties falling upon faculty, it is more difficult to encourage faculty to take part in participatory governance and to take leadership positions. She said the Senate looks forward to collaborating with District personnel to get a better handle on how Senate leadership can be nourished.

Dylan O'Shea, President of the Associated Students of Skyline College (ASSC), said Skyline College students serve on a number of College and District governance committees, as well as on task forces and operational work groups. There are 50 clubs on campus including six new clubs. Recent events included the Skyline College Opening Day event, Welcome Week activities, Constitution Day and Latin(X) Heritage Month. Students also participated in the Public Safety open forum, the Skyline College Success Summit and a presidential debate watch party. Student leaders participated in a Fall Retreat focusing on leadership training, team building and cultural competency training. Upcoming events include Filipino History Month, the October 10th College Lecture Series featuring Sonia Nazario, National Coming Out Day, Breast Cancer Awareness, Skylooween, a blanket drive, Stop Diabetes, and a Native American cultural event.

Vice President Mohr said he understands the presidential debate watch party was well attended and generated open and honest discourse among students. He said this represents the highest values of higher education.

Trustee Schwarz said Student Trustee Zheng suggested that Board members attend meetings of the Associated Students at the three Colleges. She said she has had the opportunity to attend meetings at each of the campuses and is impressed with the students' level of commitment to helping each other. She said the expansion of student involvement and activities at Skyline College is impressive.

Trustee Goodman said it is refreshing to see the amount of development and growth of the ASSC over the years, including community stewardship and awareness of cultural and community issues. He said the students are making many in the District very proud and he encouraged them to keep up the good work.

Trustee Holober congratulated the students on their energy and enthusiasm. He said he would be curious to know whether the Stop Diabetes event will have an effect on the refreshments that are served at subsequent events.

President Mandelkern thanked President O'Shea for an excellent report. He said Skyline College students are being served well by their student government.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Eric Brenner, a librarian at Skyline College, said he was representing the AFT 1493 Executive Committee. He said many members of the Executive Committee, including President Monica Malamud and Co-Vice President Katharine Harer, could not attend this meeting because they are teaching classes. Mr. Brenner said he was representing faculty who have supported the Workload Equity Petition, which he presented to President Mandelkern. The petition was signed by 461 faculty members out of total of 940 current faculty in the District, including 73% of the full-time faculty. Mr. Brenner said the five faculty members who addressed the Board last May, along with the approximately 50 supporters who were present, are just a small sample of the faculty who are supporting the issue and are experiencing over-workload. He said it is a widespread problem in the District and faculty feel strongly that it needs to be addressed immediately. Vice President Mohr said he knows that the workload issue is important and understands that assignments have escalated in recent years. He said the Board wants to work with faculty on this issue. President Mandelkern said the Board is aware of the situation and the background and is supportive of wanting to come to a mutual agreement.

Alfredo Olguin, Jr., a student at Skyline College and College of San Mateo, spoke about the SMCCCD Solidarity Initiative. He called for no police on campus and for putting resources into actual training for public safety personnel, staff, faculty, and students. He said this could include cultural sensitivity training and de-escalation training so that people can be safe not only on campus, but off campus and in the community as well.

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES: COLLEGE OF SAN MATEO – INVESTING IN OUR STUDENT VETERANS (16-9-3C)

Jennifer Hughes, Vice President of Student Services at College of San Mateo, said there has been considerable advancement in services to student veterans over the years. She acknowledged Henry Villareal, Dean of Admissions and Records, who worked to establish the Veterans Resource Opportunity Center (VROC) and has done an excellent job of overseeing all the work that is occurring in the VROC. Vice President Hughes introduced Justine Evors, Program Services Coordinator for VROC.

Ms. Evors said she has been in her position at College of San Mateo for slightly less than one year. She said she first took time to meet the veterans, learn their names, learn their stories, and listen to their experiences at the College. She realized that there was a need for a strategic plan. The first step was to develop a mission and vision for the VROC, which was attracting only a small number of the veterans on campus. The mission is to provide all student veterans and their families a college experience with inspiration and purpose and the vision is to develop remarkable student veterans who will be inspired to build on their education through leadership roles, social entrepreneurship, and lifelong education. Along with the mission and vision, the core values are integrity, empathy, and loyalty.

Ms. Evors said she was familiar with admissions and matriculation and active advising from previous jobs. Using this knowledge, along with studying California laws and regulations, she built a system to address the needs of veterans all the way from the admissions process to the end of graduation, beginning with the development of a one-page checklist. She conducted community outreach and built relationships in the County. Speakers now regularly come to the VROC to talk about transfer and job opportunities, internships, peer mentor programs, and other issues.

Ms. Evors introduced Tiannia Romero, a student veteran at College of San Mateo. Ms. Romero is the Chapter President of the Student Veterans of America which is a nationally recognized organization. Ms. Romero said the Student Veterans of America provides resources and tools students need to prepare for rewarding employment. She said Chapter meetings are held twice a week to ensure that all students have an opportunity to attend a meeting. She said Ms. Evors refers student veterans to her group to help ensure they receive the guidance they need in order to be successful. The Student Veterans of American Chapter creates community resources, is always present to help students with any problems they may encounter, and provides scholarships.

José Cortes, a student veteran and Vice President of the local Student Veterans of American Chapter, said the VROC and Student Veterans of America Chapter have grown together. He said the VROC is a safe place where veterans can share their experiences, as well as taking advantage of resources and on-site visits. He said the VROC is thriving and students are being inspired to do well in school, get careers started, and participate in community events.

Ms. Evors said the VROC at College of San Mateo is successful because students receive services from the moment they walk through the door. They are advised of the benefits available to them and their questions are answered before they go to Admissions and to Counseling Services. She noted that not only are student veterans transitioning back to civilian life, but 62% of student veterans are first generation college students.

Trustee Goodman, as a proud father of a Marine, thanked Ms. Evors, Ms. Romero and Mr. Cortes for their service to the country and for their service to student veterans. He asked if there is collaboration that affords students at the other campuses the opportunity to attend events and share resources. Ms. Evors said that beginning in March, there will be monthly Districtwide meetings, with the idea of duplicating what works well.

Vice President Mohr thanked the presenters for the very important work they are doing. He said it is in line with the overarching theme of social justice. He said veterans have served America with extraordinary valor and they are entitled to the opportunities that the educational process can provide. Vice President Mohr said data from Purdue University indicates that the completion rate for veterans is almost as high as the general population; he said this is due in large part to the work of people like the presenters and their teams. Vice President Mohr said he would be interested in learning how many veterans the District is serving, the educational goals they have set, the majors they have selected, and how well and over what period of time they are succeeding. He said success varies substantially by branch of service and this would also be interesting to explore. Ms. Evors said it has been difficult to collect data. She said veterans are currently being asked more questions during the application process and she is working with the ITS Department to capture data.

President Mandelkern said the report was excellent. He said the dedication of veterans to serving their country, as well as the work being done to assist veterans who wish to further their education, is very impressive. He said a discussion of

this topic would not be complete without recognizing Vice Chancellor José Nuñez who is a veteran. He also thanked Vice Chancellor Nuñez and the Facilities team for their role in providing the Veterans Resource Centers on the campuses.

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (16-9-3A)

It was moved by Trustee Holober and seconded by Vice President Mohr to approve the actions in the report. The motion carried, all members voting Aye.

APPROVAL OF CONSENT AGENDA

President Mandelkern said the consent agenda consists of board reports 16-9-1CA through 16-9-4CA as listed on the printed agenda. It was moved by Trustee Goodman and seconded by Trustee Schwarz to approve the items on the consent agenda. The motion carried, all members voting Aye.

Other Recommendations

APPROVAL OF ACCREDITATION MIDTERM REPORTS – CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (16-9-1B)

It was moved by Trustee Schwarz and seconded by Vice President Mohr to approve the reports. Trustee Schwarz complimented those who prepared the reports, acknowledging the great amount of time and work that went into the preparation.

Vice President Mohr said the amount of work that is required to produce the reports has escalated. He said it is costing the District thousands of dollars to complete the reports and he questioned how effective are they in terms of improvement of the institution. He said another question is whether Student Learning Outcomes (SLOs), which take a great deal of instructor time, improve instruction and outcomes. He said these matters are of grave importance as the District moves forward and they need to be resolved.

Trustee Holober said the president of the ACCJC has announced her retirement but it will not be effective until June of next year. He said there may be some new thinking on the issues raised by Vice President Mohr. He said these are issues that the Board has been discussing for several years.

President Mandelkern said he agrees with the comments of his colleagues. He said he recognizes the hard work that went into preparing the reports and commends the preparers. He said the amount of data and other information now required has become overwhelming. He said he hopes that with the upcoming change in ACCJC leadership and the involvement of the Department of Education, changes will be made to return to a constructive process that is designed to help improve education and not be merely a punitive process. President Mandelkern said that ultimately, accreditation should be about ensuring that students receive a quality education at the institutions in which they enroll.

After this discussion, the motion carried, all members voting Aye.

APPROVAL OF SPECIAL REPORT – BACCALAUREATE DEGREE (16-9-2B)

It was moved by Vice President Mohr and seconded by Trustee Goodman to approve the report. The motion carried, all members voting Aye. President Mandelkern said the Board takes great pride in this program and believes it will be successful.

PUBLIC HEARING OF THE 2016-17 FINAL BUDGET (16-9-101B)

It was moved by Trustee Goodman and seconded by Trustee Schwarz to hold the public hearing. The motion carried, all members voting Aye. Executive Vice Chancellor Blackwood presented an overview of the budget, including information on budget assumptions; Fund 1 revenues and expenses; community-supported status vs. state revenue limit; increased categorical funds; innovation funds; PERS and STRS increases; the Retirement Trust Fund; and other issues including accreditation, Redevelopment Agencies, District Strategic Plan, and reserves. Following Executive Vice Chancellor Blackwood's report, President Mandelkern asked if there were any questions or comments from the public. Hearing none, he declared the public hearing closed.

ADOPTION OF THE 2016-17 FINAL BUDGET (16-9-102B)

It was moved by Vice President Mohr and seconded by Trustee Schwarz to approve the final budget. Vice President Mohr said he found the document to be very coherent and transparent, with everything explained very well. He said the strategic plan is aligned with the expenditures in the document and he believes this is a service to the District. He said it would be interesting to know how enrollment is affected by the cost of housing and transportation which present great difficulty for current and potential students. Vice President Mohr noted that the January 2016 *SMAC Out Cancer* event was co-branded the “Jim Keller Memorial Pool Swim.” He said it was gracious to include this honor in the report.

Trustee Holober asked for clarification on the movement of funds for post-retirement benefits. Executive Vice Chancellor Blackwood said the Reserve Fund for Post-Retirement Benefits budget for 2016-17 totals \$4,150,000. This fund consists of estimated interest income and transfers from other funds. The Futuris Other Post-Employment Benefits (OPEB) Trust is a separate dedicated trust. The 2016-17 budget allows for \$8 million to be transferred from the District into the trust by the end of June 2017.

Trustee Holober said the Enterprise Fund for Community, Continuing and Corporate Education (CCCE) is growing on both the income and expense sides. He said most of the growth is in areas that he believes are appropriate for non-credit education. However, he said he is concerned that the operation is growing in some areas where he believes the coursework should be for-credit. He said he does not see in place a proper mechanism for evaluating where the line should be drawn to determine the appropriate method of course delivery. He said he believes that programs which lead to a certificate or license issued by an agency of the State in a medically related field, for example, should be for-credit and taught by certificated faculty. Trustee Holober said he does not raise this issue to be part of the budget discussion at this time, but as an ongoing concern. He said he would like the Board to have a future discussion about putting a mechanism into place so that competing motives – generating revenue vs. maintaining the integrity of the academic program – is properly evaluated. Chancellor Galatolo said one factor to consider is the potential for CCCE classes to offer some relief in the area of course repetition. President Mandelkern said the feasibility of blending for-credit and not-for-credit students in the same class session may be another factor to include in the future discussion.

President Mandelkern thanked Executive Vice Chancellor Blackwood for her excellent presentation. He said the clarity and transparency of the budget report has improved over the years. He said that focusing on the integration of the Strategic Plan is very important to the Board. President Mandelkern said the issue of the use of District vehicles vs. mileage reimbursement was raised at a previous meeting and he asked if there was information available at this time. Executive Vice Chancellor Blackwood said the analysis is in progress.

After this discussion, the motion to adopt the 2016-17 final budget carried, all members voting Aye.

APPROVAL OF SOLE SOURCE PURCHASE OF FATV GETSAP AND GETANSWERS FROM CAREERAMERICA, LLC (16-9-103B)

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

AUTHORIZATION FOR USE OF THE STATE DEPARTMENT OF GENERAL SERVICES’ NASPO CONTRACT WITH WW GRAINGER FOR PURCHASE OF FACILITIES MAINTENANCE SUPPLIES, PRODUCTS AND TOOLS (16-9-104B)

It was moved by Trustee Schwarz and seconded by Trustee Holober to authorize use of the contract as detailed in the report. The motion carried, all members voting Aye.

INFORMATION REPORTS**DISCUSSION OF BY-TRUSTEE AREA ELECTIONS / PRESENTATION BY COOPERATIVE STRATEGIES ON POTENTIAL TRUSTEE AREA BOUNDARIES (16-9-4C)**

Larry Ferchaw of Cooperative Strategies provided a review of the criteria and considerations for drawing trustee areas. He reviewed District demographics, including citizen voting age population estimates. He presented a revised proposed implementation calendar showing November 6, 2018 as the first election utilizing trustee areas. President Mandelkern said the Community College League of California issued a document indicating that the District is not required to change to even year elections according to the criteria set forth in SB 415. Chancellor Galatolo said the League’s interpretation differs from that of both Mr. Ferchaw and attorney William Tunick. He said staff will research the issue further; however, he is confident that the League’s interpretation is incorrect.

Mr. Ferchaw presented three revised trustee area scenarios based on Board feedback at the September 28th meeting. Two of the scenarios include five trustee areas and one scenario includes seven areas. The Board discussed whether it would be preferable to present all three scenarios at public hearings or to present one five area scenario along with the seven area scenario. After the discussion, the Board agreed unanimously to present the three scenarios at each public hearing. The first public hearing will be held on October 13 at 6:15 p.m. at the Manuel F. Cunha Intermediate School in Half Moon Bay, in conjunction with the joint meeting of the District Board and the Cabrillo Unified School District Governing Board. Future public hearings at the campuses will be set when the calendar of 2017 Board meetings is finalized.

At President Mandelkern's request, staff will ensure that the three scenarios and accompanying demographic data are placed on the District website.

COMMUNICATIONS

None

STATEMENTS FROM BOARD MEMBERS

Prior to calling on Board members for their statements, President Mandelkern welcomed Kimberlee Messina, Interim Vice Chancellor of Educational Services and Planning.

Vice President Mohr said the Success Summit held at Skyline College was outstanding. He said the Summit has become established as a place where community leaders and the community come together to look at problems they are facing and to give consideration to what some of the solutions might be. Vice President Mohr said he attended the Respect Forum at College of San Mateo. He said it was well attended and there was interaction among a cross-section of constituencies discussing how they feel about the effects of race, class and privilege on their campus. Vice President Mohr said he, along with Trustee Goodman, attended the dinner meeting of the San Mateo County School Boards Association. Vice President Mohr recognized Val Goines who died several weeks ago. He said Ms. Goines was a highly regarded faculty member at Cañada College and an extraordinary leader in the County on the education of children, pre-K and beyond. Vice President Mohr suggested that the District work with middle schools and high schools to address the issue of college readiness. He said it is important to come to an agreement on what college readiness means and what happens at each level to ensure that students are prepared for college.

Trustee Schwarz said she attended the Foundation Board of Directors meeting. She said the conversation that was started at the recent Board of Trustees study session was continued and included the Foundation's intention to develop a strategic plan and alignment with the District's Strategic Plan. Trustee Schwarz said she and Trustee Goodman, as representatives to the Educational Housing Corporation Board, attended a recent meeting. She said it was the final meeting organized by Gohar Momjian who was standing in for Barbara Christensen; she said Ms. Momjian did a very good job. Trustee Schwarz said she attended the Success Summit at Skyline College and believes it gets better every year. She suggested the possibility of having a success summit in the South County as well. Trustee Schwarz said it was a privilege to meet the Associated Students at all three campuses. She said the District is well represented by the student leaders and the future is in good hands. She thanked Student Trustee Zheng for inviting Board members to attend the meetings.

Trustee Holober said the presentations at this meeting were well organized and brief. He suggested that the Board consider allotting a specific amount of time for the majority of reports that are not extremely complex. He also suggested that materials relating to reports be provided to the Board prior to the meeting and that presentations be postponed if the materials are not ready to distribute.

Student Trustee Zheng thanked Trustee Schwarz for attending the meetings of the Associated Students. He said that at the first District Student Council meeting of the academic year, students expressed concern that the public safety forums were held at times that were inconvenient for students and student turnout was fairly low. President Mandelkern requested that staff ensure that future forums are held when there is ample opportunity for students to attend. Student Trustee Zheng said the Student Council is working on the issue of transcript notations.

President Mandelkern said he attended the Success Summit and agrees that it continues to improve every year. He said he would like to see it grow beyond a half day because the content and value of the Summit are growing to the point where more time would be beneficial. He said he considers events such as the Success Summit to be successful if one good idea comes forward to consider during the following year. For this year, he noted in particular the session on

affordability for students and student debt, a topic that was proposed by a trustee from the Jefferson Union High School District. President Mandelkern said he believes the idea of the “big push,” which ties into college readiness and College Promises, is worth investigating. He suggested holding a joint session with the County Board of Supervisors and the County Superintendent of Schools to discuss the feasibility of pursuing a “big push” similar to the “big lift” program which addresses preschool to third grade reading. He said city leaders and business leaders could be engaged as well. He said it is estimated that this program would cost approximately \$25 million; he said spending that amount in order to ensure that every County resident who wants to attend college and be successful will be able to do so would be a worthy goal. He said he would suggest that the idea be interpreted broadly and apply to colleges of all types rather than just community colleges. President Mandelkern said he would like to discuss this further at future Board meetings and begin to reach out to other constituencies to see what the level of interest might be. President Mandelkern reminded staff of his previous request for data and metrics on the percentage of high school students who go on to community college and on graduation rates within five years. He said this information would be useful as the Board engages other constituencies in conversation.

President Mandelkern said he saw an interview with Sara Goldrick-Rab, author of the book “Paying the Price: College Costs, Financial Aid, and the Betrayal of the American Dream.” The interview can be viewed on The Daily Show website. Ms. Goldrick-Rab’s book tracks six students through college, examining the obstacles they faced in completing college, how they paid for college, and how much debt they accumulated. Ms. Goldrick-Rab reported that 13% of college students are homeless and hunger is at the top of the list of student complaints. A solution proposed by Ms. Goldrick-Rab is to have a program for colleges similar to the subsidized lunch program for K-12 students who come from low-income families. President Mandelkern suggested that the cost and feasibility of instituting such a program at the District Colleges be investigated. He said grant funding might be pursued, as well as lobbying federal legislators to have the K-12 program extended to colleges. Trustee Schwarz said the California State University System recently identified hunger as a major issue; she suggested the possibility of collaborating with the CSU System on this issue.

ADJOURNMENT OF OPEN MEETING

President Mandelkern announced that the Board will recess to closed session to continue the conference with Agency Labor Negotiator Kathy Blackwood.

The open meeting was adjourned by consensus at 9:03 p.m.

RECESS TO CLOSED SESSION

The Board recessed to closed session at 9:05 p.m. and reconvened to open session at 9:35 p.m. President Mandelkern announced that the Board took no action during the continuation of closed session.

ADJOURNMENT

The meeting was adjourned by consensus at 9:36 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the October 26, 2016 meeting.

Thomas Mohr
Vice President-Clerk