

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
December 13, 2017, San Mateo, CA**

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

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

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Mohr said that during closed session, the Board will (1) hold a conference with legal counsel regarding four cases of existing litigation and one case of potential litigation as listed on the printed agenda, (2) hold a conference with real property negotiator as listed on the printed agenda, (3) hold a conference with agency labor negotiator as listed on the printed agenda and (4) consider public employee discipline, dismissal, release.

PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

None

RECESS TO CLOSED SESSION

The Board recessed to closed session at 5:01 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 6:08 p.m.

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

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

Announcement:

President Mohr said Bob Spacher, a Maintenance Engineer who worked at Skyline College Facilities for more than 27 years, passed away last week. He invited Vice Chancellor José Nuñez to speak about Mr. Spacher. Vice Chancellor Nuñez said Bob was a quiet and humble person. Aside from his wife Bresidia and daughter, also named Bresidia, his whole life revolved around Skyline College. He was well liked by his peers and the overall campus community. His mother, Jean Marie Spacher, worked for Skyline College beginning in 1980 and retired in the summer of 1993. He met his wife at Skyline College almost 23 years ago.

Vice Chancellor Nuñez said Mr. Spacher started as a student in the Auto Technology program and eventually worked his way into the Facilities Department. He had a combined total of more than 33 years with the College. He was an expert at automotive operations. He loved tinkering with cars and Harley Davidson motorcycles. He loved electronics and was the “go to guy” for anything electrical.

Vice Chancellor Nuñez said that Mr. Spacher was the epitome of “Facilities Excellence” and will be truly missed. His family is tentatively planning a funeral for January 5th. The District and Skyline College Community will hold a Celebration of Life for Mr. Spacher at the College.

In addition to his wife and daughter, Bob is survived by his siblings Kate and Steve.

President Mohr asked that this meeting be adjourned in memory of Bob Spacher. The Board agreed to do so.

DISCUSSION OF THE ORDER OF THE AGENDA

President Mohr said there is a request by staff to remove item 17-12-102B, Approval of Contract Award for College of San Mateo Building 17 Learning Communities Modernization Project, from the agenda.

There was a request to place the student report (under Statements from Executives and Student Representatives) first on the agenda so that the student could make a presentation in his class.

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Mohr said the Board approved a recommendation regarding the termination of an employee.

ORGANIZATION OF THE BOARD OF TRUSTEES

President Mohr announced that tonight is the annual organizational meeting of the Board to elect officers for the coming year, as required by the Education Code.

President Mohr called for nominations for President. It was moved by Trustee Mandelkern and seconded by Trustee Goodman to elect Vice President Holober to serve as President. There were no other nominations. Trustee Mohr announced that Vice President Holober has been elected President by acclamation.

On behalf of the Board, President Holober presented a plaque to Trustee Mohr in appreciation for his outstanding service as Board President during the past year. Trustee Mohr said it has been a distinct honor to serve as president, representing a great Board and a district that is very reputable and highly regarded throughout the state. He said the Board president has a constructive partnership with the Chancellor regarding the mission and values of the District, strategic thinking and goals, and how and why investments are made and how they relate to the strategic plan. He said he is providing each Board member with a document titled "Twelve Principles of Governance That Power Exceptional Boards" that addresses this constructive partnership, among other governance issues.

Trustee Schwarz thanked Trustee Mohr for his service as president. She said it was a difficult year and he led very elegantly, making the Board think about things they might not have thought of on their own and guiding the Board through discussions that they probably would not have had without his leadership. Trustee Schwarz said she tries to be active in the District but cannot keep up with Trustee Mohr in terms of activities. She said Trustee Mohr is an excellent trustee and has been a superior president. She said the Board has learned from the best.

Vice President Goodman said he is grateful to have served with Trustee Mohr while he was president. He said Trustee Mohr was an excellent president but is an even better example of professionalism, leadership and how to carry oneself. He said he truly appreciates the words of guidance that Trustee Mohr shared with him.

Trustee Mandelkern said the past year was difficult for the country, the District and students, as well as a challenging year for Trustee Mohr. He said that through it all, Trustee Mohr led with style, grace, elegance, wisdom, wit and intellect. He said it has been a pleasure to serve with Trustee Mohr and he thanked him for his leadership of the District and the Board during the past year.

President Holober said it has been a pleasure to serve on the Board with Trustee Mohr, particularly during Trustee Mohr's presidency. He said Trustee Mohr brought a high standard of professionalism and quality in the way he interacts with people and the respect he shows to everyone regardless of their point of view. President Holober said Trustee Mohr brings a background that has helped the Board establish standards, goals and benchmarks, making sure the Board is constantly examining and measuring how they are doing and how they can do better. He said Trustee Mohr's contributions have been superb and he hopes to follow that model and continue those traditions.

President Holober called for nominations for Vice President-Clerk. It was moved by Trustee Mohr and seconded by Trustee Mandelkern to elect Trustee Goodman to serve as Vice President-Clerk. There were no other nominations. President Holober announced that Trustee Goodman has been elected Vice President-Clerk by acclamation.

President Holober called for nominations for Secretary of the Board. It was moved by Trustee Mandelkern and seconded by Trustee Schwarz to re-elect Chancellor Galatolo to serve as Secretary. There were no other nominations. President Holober announced that Chancellor Galatolo has been elected Secretary by acclamation.

President Holober called for nominations for a Representative of the Board to serve on the County Committee on School District Organization. It was moved by Trustee Mandelkern and seconded by Trustee Schwarz to appoint President Holober to serve as Board Representative. President Holober announced that he has been appointed as the representative by acclamation.

Trustee Mohr recognized Ginny Brooks, Executive Assistant to the Board, saying that she has a command of detail and keeps the Board informed about scheduling and other matters. Other Board members also thanked Ms. Brooks for her assistance as Executive Assistant. Ms. Brooks said it has been a pleasure to work with the Board and with Trustee Mohr during his term as president.

STATEMENT FROM STUDENT REPRESENTATIVE

Colby Riley, President of the Associated Students of College of San Mateo (ASCSM), said ASCSM has three boards: Advocacy Board, Cultural Awareness Board and Programming Board. He said the goals for 2017-18 are to increase and encourage participation in both Senate and Board events, improve communication between the Boards, and plan more creative and inclusive programming. On-campus and community investments include a SamTrans pilot program and the Women's Leadership and Honors Conferences. There are more than 40 active clubs on campus; the largest club is Alpha Gamma Sigma, with 60 members. The largest event of the year was the Campus UNITE Day which educated the campus community about the Deferred Action for Childhood Arrivals (DACA) program. Other events included the Halloween Fall Carnival, Dia De Los Muertos, and Relaxation Week. Upcoming events and activities for spring 2018 include the Winter Leadership Retreat, Spring UNITE Day and Spring Fling.

President Holober thanked Mr. Riley for his report.

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS: PRESENTATION OF AWARD FROM THE YOUTH LAW CENTER IN SAN FRANCISCO TO KATIE BLISS, PROGRAM SERVICES COORDINATOR FOR PROJECT CHANGE (17-12-1C)

Trustee Mohr said the Youth Law Center is a highly regarded national organization that develops legal strategies to defend and care for the rights of incarcerated youth and those on welfare. He said he, Chancellor Galatolo, Vice President Goodman and Trustee Schwarz attended the Youth Law Center awards ceremony in San Francisco on December 4 at which College of San Mateo Professor Katie Bliss received a major award for originating, maintaining and moving forward Project Change. Project Change works with young people who are incarcerated to get them connected and prepared for college and to ensure that when they get to college, they have access to programs that engender and support high levels of success. Trustee Mohr discussed the origin of Project Change. He said he was serving on a committee appointed by Judge Marta Diaz to look at what was happening to young people who were wards of the Court. A committee member suggested doing work to connect young people who were coming out of the juvenile justice system with opportunities to go to college. It was mentioned that Professor Bliss was already doing this work with incarcerated youth and was doing it entirely on her own. Trustee Mohr talked with Chancellor Galatolo about investing in this work by providing program support and coordination time for Professor Bliss and by bringing college level, transferable classes to youth at the Juvenile Hall, as well as bringing them onto campus to orient them to the campus environment. Initial funding of \$150,000 was provided and Professor Bliss continues to maintain and drive the program.

Professor Bliss said it was an honor to receive the award from the Youth Law Center. She said it has been critical to have the support of the Board, Chancellor, College President, administrative team, faculty and staff, Probation Department, County Office of Education, and law teams who all united around the idea that it is necessary to make higher education available to the most underrepresented and underserved populations of students. Professor Bliss said the District, Project Change and the Youth Law Center are sponsoring the statewide "Conference on Creating Pathways from Youth Incarceration to Higher Education" because community colleges around the state are interested in doing this kind of work as well.

Two Project Change students spoke about how the program helped them realize that college was a realistic goal and how it has helped them as they work toward their educational goals.

Chancellor Galatolo thanked Professor Bliss for the remarkable work she does and thanked the Project Change students for their comments.

Trustee Schwarz said it was a privilege to attend the Youth Law Center awards ceremony and to learn more about Project Change. She said she is proud to be involved in a district that provides this service. She said the awards were called the

“Unsung Heroes” awards and Trustee Mohr and Chancellor Galatolo were also presented with awards for their roles in Project Change.

MINUTES

It was moved by Trustee Mohr and seconded by Vice President Goodman to approve the minutes of the meeting of November 29, 2017. The motion carried, all members voting Aye.

STATEMENTS FROM EXECUTIVES

Chancellor Galatolo noted that the Board was provided with copies of the Auxiliary Services and Enterprise Operations Annual Report. He invited Vice Chancellor Tom Bauer to speak about the report. Vice Chancellor Bauer said the Board regularly receives narratives and data on all Auxiliary Services and Enterprise Operations in the final budget report each year. He said Skyline College Bookstore Manager Kevin Chak and Graphic Arts Department Manager Amanda Bortoli, take the information from the budget report and surround it with photos to create this Annual Report.

Chancellor Galatolo said that Roxanne Brewer, Executive Assistant to Executive Vice Chancellor Kathy Blackwood, has won a Magnificent Seven Outstanding School Employees Award from the California Association of School Business Officials (CASBO). He said Ms. Brewer, among many other duties, supports the Risk Management functions of the District which includes engaging with liability and student insurance brokers. He said Ms. Brewer approaches everything with a customer-first attitude. She played a key role in the implementation of the District’s new contract management software, iContracts, which is critical to the administration of the risk management program. Her kindness, patience and optimism in handling this task resulted in a group of users who have truly embraced the tool. In addition, Ms. Brewer is now being called upon to provide iContract training at user conferences. Chancellor Galatolo congratulated Ms. Brewer on her award. He said she is a tremendous member of the District team and the award is well-deserved.

Chancellor Galatolo said that last year, Trustee Mohr was the recipient of the Redwood City-San Mateo County Chamber of Commerce’s Cornerstone Award. This year, the Chamber’s Executive Committee unanimously selected Cañada College as the recipient of the award. The Committee noted that since opening its doors in 1968, Cañada College has provided its student body with a positive and encouraging environment. Many of the County’s business and community leaders were educated at Cañada College. Larry Buckmaster, the original Executive Director of the Chamber, said the reason the Chamber’s leadership program is so successful is that Cañada College gave it its start. The Cornerstone Award will be presented at the Chamber’s Annual Dinner and Awards Recognition Gala on Friday, January 26 at the Pullman in Redwood Shores.

Chancellor Galatolo thanked Trustee Mohr for the work he did as Board president. He said it was a challenging year to be president and Trustee Mohr handled it with grace and dignity. He said Trustee Mohr has faced some health issues this year and said the Board and the entire District team wishes him the best in his recovery. Chancellor Galatolo congratulated Vice President Goodman on his appointment and said he looks forward to working with him during the coming year. He said Vice President Goodman’s appointment by his colleagues is affirmation of the leadership he displays. He thanked Vice President Goodman for the personal time he commits to attending District and college activities and events. Chancellor Galatolo congratulated President Holober and said it is a pleasure to work with him. He said President Holober is a consummate professional who clearly understands the role of president and how to run a dynamic organization as president. He said President Holober was very instrumental in the development of the District strategic plan and ensured that it is reflective of the values of the Board.

President Claire said he was notified by the State Chancellor’s Office that College of San Mateo has been awarded a \$500,000 grant to maintain and sustain the Trades Introduction Program (TIP). He said Heidi Diamond, Interim Dean of Business and Technology, was instrumental in obtaining the grant. He said 155 students have participated in the program and 112 of those students have been placed in apprenticeships.

President Claire thanked Trustees Mandelkern and Mohr for attending the state championship football game. The College of San Mateo team lost the game in the last minute but ended the year being ranked second in the country.

President Moore thanked the Board for attending the groundbreaking ceremony for Building 1 at Cañada College. She thanked the staff of the San Mateo Athletic Club for their hard work, as well as the faculty and staff at the College. President Moore said the Athletics program at Cañada College has done well, with the women’s soccer team having played in the state championship game.

District Academic Senate President Shaw, on behalf of all faculty, thanked Trustee Mohr for his leadership over the past year. She said his steadfast support of students is admirable and his faith in faculty inspires them to do better for their students and for their community. She said the Academic Senate has been engaged in the work of the Board in a different way this year and she looks forward to continuing this work with President Holober and Vice President Goodman.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Max Hartman, Director of the Disability Resources Center at Cañada College, said the College held two town hall meetings to reflect on the values and principles surrounding social justice, using the Board's "Affirmation of the San Mateo County Community College District's Commitment to Educational Social Justice through Access, Affordability, Individuality, Diversity and Inclusion" as a guide. President Moore invited Dr. Jeremiah Sims, Director of Equity at College of San Mateo, to lead the discussions. The first town hall was held on September 26, 2017 and was attended by 72 students, faculty, staff and administrators. The second town hall was held on November 7, 2017 and the 45 people in attendance broke into small groups to reflect on what the Board's statement means to the College. Mr. Hartman noted that the Board's statement includes, "The Board believes it is necessary and prudent to regularly evaluate the District's guiding principles that dictate our behavior and actions to ensure they are relevant and reflective of the aspirations and needs of our students, faculty and staff as well as the diverse local community we serve." He said Cañada College will continue to engage in these conversations and hopes they will continue at the District level as well.

Chelsea Brown, Co-President of Beta Zeta Nu, the Cañada College Chapter of Phi Theta Kappa, said the Honors Action Project this semester was a study of the First Amendment. The goal of the project was to help educate students about free speech and to open a dialogue regarding free speech issues. As part of the project, the students:

- Developed a stand in the College library that offered resources to help students understand free speech
- Invited a speaker from the Foundation for Individual Rights in Education (FIRE)
- Worked with a Theatre Arts professor to develop a play that would inspire students to be more understanding of differing viewpoints
- Developed a survey for students to determine what they understand regarding the First Amendment

Ms. Brown said 97 students completed the survey. Results included:

- 50% of respondents said campuses should be required to provide "safe spaces" so students can avoid hearing offensive or hateful speech; 50% said campuses should not be required to provide such spaces.
- Most respondents believe the First Amendment protects freedom of religion, speech and press, but fewer believe that it protects the right of assemblies and the right to petition.
- 67% of respondents believe the First Amendment protects hate speech; 33% believe it does not.
- 32% of respondents believe students should have the right to prevent a speaker from completing his/her presentation if they find it offensive; 68% do not believe students should have the right to do so.
- 54% of respondents believe colleges have the right to ban speakers who speak about issues that may be offensive; 46% do not believe colleges have the right to do so.
- 50% of respondents said they have been in a class where they have felt they could not fully express their political views or personal opinions; 50% said they have not been in such a class.

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (17-12-1A)

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

Other Recommendations

APPROVAL OF CERTIFIED NURSING ASSISTANT PROGRAM AS A NOT-FOR-CREDIT COMMUNITY, CONTINUING AND CORPORATE EDUCATION PROGRAM (17-12-100B)

It was moved by Vice President Goodman and seconded by Trustee Schwarz to approve the program. Vice Chancellor Bauer said that the entire listing of Community, Continuing and Corporate Education (CCCE) courses was approved by the Board on November 8. He said CCCE has been informed by NOVA that the new culinary program, which was included in the list of courses, is being recognized as a training program that will qualify for workforce assistance for

displaced workers. At the meeting of November 8, the Board was also informed that CCCE would be bringing a Certified Nursing Assistant program for approval. Vice Chancellor Bauer said that during discussion about this program, Presidents Claire and Stanback Stroud were able to answer many questions that arose. He said that if the program is approved by the Board, it will take eight to ten months to develop. The suggestion for a CNA program was brought to CCCE by the Director of Nursing at College of San Mateo. A CNA program is not offered at any of the District Colleges. It is offered by private, for-profit colleges and Vice Chancellor Bauer said he believes the District should provide an alternative to students. Vice Chancellor Bauer said the report on the CNA program was prepared by Jonathan Bissell, Executive Director of CCCE, and Julie Elmquist, Community Education Coordinator. He said Mr. Bissell is present to answer questions.

Trustee Mandelkern asked what the fee for the program will be. Mr. Bissell said the fee is not set at this time. He said it will be lower than the for-profit college programs and will be competitive with other not-for-profit programs. He said he will examine comparable programs around the state and this will be one factor in determining the fee. Trustee Mandelkern said he would be interested in seeing the comparisons when the information is available.

President Holoher said California requires 150 hours of instruction and clinical training to complete a CNA program. He asked what the equivalent would be in terms of credits. Kimberlee Messina, Interim Vice Chancellor of Educational Services and Planning, said the equivalent would be nine credits.

President Holoher asked about the job market for CNAs and whether the demand is being met in Northern California. Mr. Bissell said there is a bright outlook for the occupation. He said NOVA believes there is a market and has suggestions that they believe will make students in the CCCE CNA program more marketable.

Trustee Mandelkern asked if consideration was given to whether the CNA program should be a CCCE program or a for-credit program. President Claire said the idea for the CCCE program was brought forward by the Director of Nursing, Jane McAteer. He said the College always considers whether it makes sense to offer a program on a for-credit basis. He said that in this case, there is no interest on the part of faculty to offer a CNA program. Trustee Mandelkern asked if the instructors for the program will be District faculty. Mr. Bissell said the program ideally will hire District faculty. He said recruitment will begin with the Nursing Department and will take recommendations from Ms. McAteer and colleagues at the other campuses.

After this discussion, the motion to approve the Certified Nursing Assisting program carried, all members voting Aye.

RATIFICATION OF PURCHASES AND AUTHORIZATION OF THE FURTHER USE OF THE FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES CONTRACT WITH CDW-G, LLC FOR THE PURCHASE OF DISTRICT COMPUTER AND NETWORK EQUIPMENT (17-12-101B)

It was moved by Trustee Schwarz and seconded by Trustee Mohr to ratify the purchases and authorize further use of the contract. The motion carried, all members voting Aye.

AUTHORIZATION TO EXECUTE AN AGREEMENT WITH ELLUCIAN FOR ADMINISTRATIVE INFORMATION SYSTEMS MAINTENANCE SERVICES (17-12-103B)

It was moved by Trustee Mohr and seconded by Vice President Goodman to authorize the execution of the agreement. The motion carried, all members voting Aye.

APPROVAL OF SOLE SOURCE PURCHASE OF APC SYMETRA UPS EQUIPMENT AND INSTALLATION FROM D B POWER ASSOCIATES, INC. (17-12-104B)

It was moved by Trustee Mandelkern and seconded by Trustee Mohr to approve the sole source purchase of the equipment. The motion carried, all members voting Aye.

NOMINATION OF REPRESENTATIVES TO SERVE ON THE RURAL CALIFORNIA BROADCASTING CORPORATION'S BOARD OF DIRECTORS (17-12-105B)

It was moved by Trustee Schwarz and seconded by Trustee Mohr to open to floor for nominations. The motion carried, all members voting Aye. President Holoher said the transfer of the station to RCBC enables them to expand the territory they cover into San Mateo County and he believes it would be appropriate to nominate members of the Board of Trustees to serve on the RCBC Board of Directors. Chancellor Galatolo said RCBC will expand into the South Bay as well as San Mateo County. He said it would be appropriate to nominate members of the Board of Trustees or members of the community who have an interest in public television. He noted that meetings will be held in the North Bay. Trustee

Schwarz said she would like to nominate Trustee Mandelkern because he has an interest in public television and would be an asset to the Board of Directors. Trustee Mandelkern said he would accept the nomination. Trustee Mandelkern said he would like to nominate Vice President Goodman who has also expressed interest in public television. Vice President Goodman said he would prefer to withdraw his name from consideration and defer to Trustee Schwarz who might also be interested in serving. Trustee Schwarz said she would accept the nomination. It was agreed that Chancellor Galatolo will forward the names of Trustee Mandelkern and Trustee Schwarz for consideration by RCBC to serve on the Board of Directors.

ADOPTION OF RESOLUTION NO. 17-18 REGARDING BOARD ABSENCE (17-12-106B)

It was moved by Trustee Mohr and seconded by Trustee Schwarz to adopt Resolution No. 17-18. The motion carried, with Trustee Mandelkern abstaining and all other members voting Aye. The Board agreed to hold a future discussion regarding hardships that are deemed acceptable by the Board.

INFORMATION REPORTS

WORKING SCHOLARS/STUDY.COM OVERVIEW (17-12-2C)

Chancellor Galatolo said that in late August of 2017, Vice President Goodman, Trustee Mohr and he attended a presentation in East Palo Alto on the Working Scholars program, which is delivered by Study.com. After the presentation, Trustee Mohr and Vice President Goodman said they would like the entire Board to learn what Study.com is doing to advance the interests of traditionally underserved, marginalized students who want to advance their learning and ultimately achieve a baccalaureate degree. Study.com allows students to do this in a very cost-effective manner and, in the case of a Working Scholar, in a manner that is entirely underwritten with community funding.

Chancellor Galatolo introduced Adrian Ridner who co-founded Study.com along with Ben Wilson, and Bo Cheli, Program Director of the Working Scholars program. Mr. Cheli said he was a high school teacher for fifteen years and education is at the heart of what he does. Mr. Ridner said he is originally from Argentina and was the first in his family to graduate with a baccalaureate degree. He said it has been gratifying to launch Working Scholars in order to serve underrepresented populations and change lives.

Mr. Ridner and Mr. Cheli provided an overview of the Working Scholars program. It is a mobile-first educational pathway that allows traditionally marginalized students an accelerated pathway to a four year degree. Like the traditional bachelor's degree pathway, the Working Scholars pathway includes completion of 120 units. It takes two to four years to complete, provides mobile-first micro lessons, operates on a scholar determined schedule and provides on demand experience. The Working Scholars pathway is designed for students who desire a pathway that will fit into their work-life schedule, students who are unable to attend campus on a full-time schedule, students who are in debt and feel they cannot afford to go to college, and students who have been traditionally underrepresented.

Mr. Cheli said that Thomas Edison State University, a non-profit university in New Jersey, is Working Scholars' university partner. It is regionally accredited by the Middle States Commission on Higher Education and has more than 50,000 alumni.

Mr. Ridner said that since he and Mr. Wilson co-founded their company in 2002, they have held firmly to the belief that everyone has the right to a quality education. He said they hold their curriculum, students and academic rigor above all else. He said Working Scholars is the ultimate fulfillment of their mission of making a quality education accessible to all.

Mr. Cheli discussed where Working Scholars is and will be operating:

- Mountain View – launched in October 2016 as a Study.com philanthropic initiative
- Gilroy – launched in June 2017 by the Gilroy Chamber of Commerce
- East Palo Alto – launched in September 2017 by the East Palo Alto City Council
- Sunnyvale – launch date set for January 25, 2018; funded by LinkedIn and Google
- Cupertino – Quarter 1, 2018 launch; working with the city and Chamber of Commerce
- San Francisco – Quarter 1, 2018 launch; funded by the city and corporate philanthropy
- Oakland – working with city officials to fold into the Oakland Promise and Brilliant Baby Program

Mr. Cheli said Working Scholars themselves have requested that a relationship be formed with the local community colleges. He said an alliance with the District could improve the reach to underrepresented populations in San Mateo

County and provide an accelerated pathway to facilitate more bachelor's degree attainment for students coming out of the District colleges. He said it would also allow Working Scholars to attend classes at the colleges in order to provide an on-campus experience.

Vice President Goodman thanked Mr. Ridner and Mr. Cheli for the work they are doing and for the communities they serve. He said the District's job is to be responsive to the needs of its communities, including those who come to the campuses and those who don't. He said that in the past, the District had satellite centers in an effort to be responsive to those in underserved communities. Vice President Goodman said that if a partnership is developed, there would be an expectation that the District would have its fingerprint on the program. He asked if Mr. Ridner and Mr. Cheli envision a partnership that would include the District's participation in the creation of the content of the micro lessons. Mr. Ridner said they would be very open to collaborating on the content and also on the instructional design. Vice President Goodman asked if the content is proprietary to Working Scholars. Mr. Ridner said all content is currently proprietary to Working Scholars. He said instructors and designers are paid and District employees could take on some of those roles as well. Chancellor Galatolo noted that some District faculty already incorporate Study.com micro lessons into their curriculum.

Trustee Mohr said he believes a large number of people, particularly in the South County, are not able to achieve a bachelor's degree except by some exceptional means. He said he viewed some of Study.com's micro lessons and the quizzes that follow the lessons and found them to be of high quality and professionally done. Trustee Mohr said he is impressed that Working Scholars is being underwritten by major companies. He asked for additional information about the costs and funding of the program. Mr. Ridner said the cost for the entire Pathway is \$7,500 per student. He said companies or cities provide the funding for a certain number of students. He said Study.com does not open a program until it can be sure that all participants are fully funded so that they will be able to finish the program. Mr. Cheli said the demand for the program is high and donors have indicated that they intend to respond to the demand.

Trustee Mandelkern thanked Mr. Ridner and Mr. Cheli for their commitment to increasing access to post-secondary education. He asked if bachelor degree programs other than the business administration program are offered. Mr. Cheli said a liberal studies degree is offered and an information technology degree will be offered in 12 to 18 months. Trustee Mandelkern asked who accredits Study.com's curriculum. Mr. Ridner said the courses are not accredited. Academic credit for courses can be recommended by the American Council on Education's (ACE) College Credit Recommendation Service and the National College Credit Recommendation Service. Colleges can choose to accept or not accept those recommendations. Study.com's courses are ACE recommended and Thomas Edison State University also did its own review of the curriculum.

Trustee Mandelkern asked about the background of the faculty members who create the content. Mr. Ridner said that when they first began, all faculty members were local but discovered that they needed more diversity. Now faculty members from around the country collaborate with each other. They tend to be working professors who create Study.com content in addition to their jobs as educators. Trustee Mandelkern asked what the vetting process is for the faculty who create content. Mr. Ridner said it depends on the subject area, but many have master's degrees or above. He said the lessons go through a peer review process throughout the creation process.

Trustee Mandelkern asked if Study.com is a for-profit company. Mr. Ridner said Study.com is a for-profit company and Working Scholars is a non-profit organization. Study.com provides the curriculum that is used in the Working Scholars program.

President Holoher asked if Study.com is considering partnering with other colleges in addition to Thomas Edison State University. Mr. Ridner said they have been approached by other four-year institutions and are open to expanding in order to provide students with more options. He added that Thomas Edison has been an excellent partner.

President Holoher asked if the courses are typical three to five unit courses, or if they are micro courses. Mr. Cheli said they are mostly three unit courses but are broken down into micro lessons and students must pass a quiz before moving on to the next micro lesson. When students have completed the micro lessons for the course, they must pass an online proctored exam to complete the course.

President Holoher asked about the process through which credits are accepted for transfer. Mr. Ridley said credits are recommended for transfer to a college by recommendation services as noted above. He said Study.com has an

articulation agreement with Thomas Edison, making the pathway clear and seamless for Working Scholars. Mr. Cheli said Study.com has articulation agreements with more than 20 colleges.

President Holober said community colleges provide lower division coursework leading to an associate degree or transfer to a four-year institution. He asked if the District's successful students could move into the Working Scholars program for upper division courses, rather than having to complete the 120 unit degree program solely with Study.com. Mr. Ridner said the model of students completing upper division courses through Working Scholars could definitely work. He said the total cost for a student who already has an associate degree would likely be under \$4,000, whether the student is a Working Scholar or not.

Trustee Mandelkern asked what portion of the \$7,500 per student cost is paid to Thomas Edison State University. Mr. Ridner said Thomas Edison receives more than half of the \$7,500. He emphasized that the \$7,500 covers all costs for the entire pathway to completion of a bachelor's degree program, including approximately 30 units that must be taken through Thomas Edison. He added that up to 27 of these 30 units can be taken as challenge exams.

President Holober said this sounds like a promising program for students who cannot otherwise go to college but who can, through Working Scholars, be funded by a corporation and get a degree from an accredited institution. He said he believes the policy issue in question would be the distinction between teaming with Working Scholars for upper division courses versus providing an alternative to the District's own fully accredited coursework that is taught by certificated personnel. He said this policy issue would require a full discussion and thorough review by stakeholders.

Trustee Mohr said the Working Scholars program is dynamic and is particularly attractive to people with restrained means. He agreed that the issue would require extensive discussions among the Board, college presidents and others.

Trustee Mandelkern asked what a program might look like for a student who has earned an associate degree – generally 60 or more units – at one of the District colleges and is willing to complete the required 30 units at Thomas Edison but has a gap in the middle in terms of required units. Mr. Cheli said the student could take courses through the Working Scholars platform to get the extra credits needed to fill the gap. He said his vision is that the student would not have to leave the District to find the Working Scholars pathway; it would be offered to the student by the college. Trustee Schwarz asked how students would know about this opportunity. Mr. Cheli said one way would be through counselors who introduce the Working Scholars pathway to students. He said Working Scholars could also assist with outreach in the community.

Trustee Schwarz, noting the earlier statement that students have requested a relationship with the community colleges, asked what students are specifically asking Working Scholars to provide. Mr. Cheli said the first question came from a former De Anza College student who had left the college, taken courses with Working Scholars, and wanted to return to De Anza. He said some students have expressed an interest in dual enrollment because they want the traditional college experience. In East Palo Alto, community leaders have spoken highly of the District's colleges and have asked that a relationship be established.

Vice President Goodman said that while it is important to discuss current District students, he would like to return to the discussion of the meeting in East Palo Alto. He said the meeting was attended by hundreds of community members who came to hear about Working Scholar's 25 slots because they want to do something to better their lives. He said these are members of the District's community. He said there is a clear need and the question is how to respond to it. He said he believes one way is to continue conversations with Study.com and Working Scholars. He said another item to consider is whether the District should go back into the community and provide space for educational opportunities, as it did with satellite centers.

Trustee Mohr said there was a tsunami of need expressed at the meeting in East Palo Alto. He said the need was expressed from the heart and was overwhelming. He said the people at the meeting are members of the District's community to whom the District has made a commitment in various ways. Mr. Cheli said Working Scholars continues to receive applications for the program in East Palo Alto. He said people must pass a college-level financial literacy course in order to be placed on the waiting list and 50 people have completed the course at this time.

Vice President Goodman said that at the meeting in East Palo Alto, he noted the glaring absence of women and people of color in the Working Scholars organization. He said he hopes the organization will note the importance of this issue as it

continues to grow. Mr. Cheli said that while the meeting was not the best representation of who the organization actually is, they take Vice President Goodman's comments seriously and are working to rectify the situation.

President Holober said the discussion with Mr. Ridner and Mr. Cheli was very informative. He said they are providing a desperately needed avenue for many people to earn a college degree and the Board is interested in exploring this further. He said that as an institution of higher education, the District is different from a city or corporation and will look at the program through other lenses.

COMMUNICATIONS

None

STATEMENTS FROM BOARD MEMBERS

Trustee Mandelkern thanked Trustee Mohr for leading the board as president in an admirable fashion, at the highest level and highest quality. He said he sincerely appreciates all that Trustee Mohr has done in the last year. He congratulated President Holober and Vice President Goodman and said he looks forward to their leadership in the coming year.

Trustee Mandelkern said he attended the following events:

- Groundbreaking ceremony for Building 1 at Cañada College. Trustee Mandelkern said there will be inconveniences during construction but this will be a lovely building when completed.
- Skyline College Automotive Technology luncheon. Trustee Mandelkern said the automotive program is outstanding and prepares students in the County for jobs that pay a living wage.
- San Mateo County Labor Council lunch. Trustee Mandelkern said he had the opportunity to talk with AFSCME District representatives.
- CSEA holiday luncheon. Trustee Mandelkern said this was an enjoyable event and he was happy to attend.
- Code.org kickoff meeting. Trustee Mandelkern said speakers included Sheryl Sandberg of Facebook, Susan Wojcicki of YouTube, Peggy Johnson of Microsoft and Lt. Governor Gavin Newsom.
- State championship football game in Sacramento. Trustee Mandelkern said the young men of the College of San Mateo team acquitted themselves well and played an exciting game. He said he is proud of them and their accomplishments.

Trustee Mandelkern wished everyone a happy holiday season and a safe winter break.

Vice President Goodman said that at the last Board meeting, he raised the issue of a City of San Mateo police officer being parked near the pool at College of San Mateo and citing students. He said Director of Public Safety Bill Woods has informed him that the police officer was present to respond to a concern for public safety.

Trustee Mohr congratulated President Holober and Vice President Goodman. He said the Board is a very important part of the leadership structure of the District and is in very good hands.

Trustee Schwarz said she attended the CSEA holiday luncheon. She thanked CSEA for this lovely and fun event. She also attended the Skyline College Automotive Technology luncheon. She said this is always a great affair that has a wonderful atmosphere. Trustee Schwarz congratulated President Holober and said she looks forward to his leadership in the coming year. She congratulated Vice President Goodman and said she remembers when he attended Board meetings as a student. Trustee Schwarz wished everyone a happy holiday season.

President Holober said he appreciates the job Trustee Mohr did as Board president and said he will try to carry on with the same aplomb. He said he looks forward to working with Vice President Goodman during the coming year.

President Holober said that when the Board reorganizes, it might be an occasion for people to suggest thoughts about how meetings are run; he said he would welcome any suggestions. He said he has the following ideas:

- He would like to make an effort to dispense with polluting and expensive water bottles.
- He would like to move in the direction of broadcasting or live streaming Board meetings. Chancellor Galatolo said Chief of Staff Mitch Bailey is preparing an information report on this item which can be brought to a future meeting.
- He was surprised to learn that reciting the Pledge of Allegiance at meetings is not required and that many districts do not recite the Pledge. He would be open to discussing this if there is interest in doing so.

President Holober said his business workload will be scaling back somewhat and he will commit to putting in time to reach out to District stakeholders to make formal and informal contact. President Holober wished everyone a happy holiday season.

MEETING OF THE BOARD OF DIRECTORS OF THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT FINANCING CORPORATION

President Mohr called the meeting to order at 8:53 p.m.

Present: President Thomas Mohr, Vice President Ron Galatolo, Secretary Richard Holober, Directors Maurice Goodman, Dave Mandelkern and Karen Schwarz

Approval of Minutes of the December 14, 2016 meeting

It was moved by Secretary Holober and seconded by Director Mandelkern to approve the minutes as presented. The motion carried, all members voting Aye.

Naming of Officers for 2018

President Mohr said that in accordance with the bylaws of the Financing Corporation, the officers for 2018 will be:

- President – Board of Trustees President Richard Holober
- Vice President – District Chancellor Ron Galatolo
- Secretary – Board of Trustees Vice President-Clerk Maurice Goodman
- Treasurer – District Executive Vice Chancellor Kathy Blackwood

Board of Trustees members Dave Mandelkern, Thomas Mohr and Karen Schwarz will serve as Directors.

It was moved by Director Mandelkern and seconded by Director Schwarz to ratify the new officers. The motion carried, all members voting Aye.

President Holober announced that the next scheduled meeting of the Financing Corporation will be held on December 12, 2018.

It was moved by Director Mohr and seconded by Director Schwarz to adjourn the meeting. The meeting was adjourned at 8:55 p.m.

ADJOURNMENT

The Board adjourned by consensus at 8:56 p.m. in memory of Bob Spacher.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the January 10, 2018 meeting.

Maurice Goodman
Vice President-Clerk