

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT BOARD AGENDA
REGULAR MEETING
May 14, 2008
District Office Board Room
3401 CSM Drive, San Mateo, CA 94402**

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board welcomes public discussion.

- * *The public's comments on agenda items will be taken at the time the item is discussed by the Board.*
 - * *To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items"; at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*
 - * *If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements need to be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations." A member of the public may also write to the Board regarding District business; letters can be addressed to 3401 CSM Drive, San Mateo CA 94402.*
 - * *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three-day notice. For further information, contact the Executive Assistant to the Board at (650) 358-6753.*
 - * *Regular Board meetings are taped; tapes are kept for one month.*
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6:00 p.m. ROLL CALL

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

08-5-1 [Minutes of the Regular Meeting of the Board of Trustees of April 30, 2008](#)

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

08-5-1A [Approval of Personnel Actions: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel](#)

Approval of Consent Agenda

All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing for Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

08-5-1CA [Approval of Trustees' Fund for Program Improvement Projects for Cañada College, College of San Mateo and Skyline College](#)

08-5-2CA [Revision of District Rules and Regulations, Section 1.05, Student Trustee](#)

Other Recommendations

- 08-5-1B Revisions of University Studies and Liberal Arts Studies Degrees for Title 5 Compliance
- 08-5-2B Approval of Resolution No. 08-7 in Support of San Mateo County Ballot Measure O, *Parks for the Future*
- 08-5-100B Consideration of Service Award for 2007-2008 Student Trustee
- 08-5-101B Approval to Extend Electricity Agreement with Constellation NewEnergy, Inc.
- 08-5-102B Approval of Construction Consultants
- 08-5-103B Approval of Contract Award for Cañada College Gateways, Circulation and Parking Design-Build Project
- 08-5-104B Authority to Execute an Agreement with Siemens Communications, Incorporated to Upgrade Telephone System
- 08-5-105B Presentation of Award to Richael Young, Outgoing Student Trustee

INFORMATION REPORTS

STATEMENTS FROM BOARD MEMBERS

COMMUNICATIONS

RECESS TO CLOSED SESSION

1. Closed Session Personnel Items
 - A. Public Employment
 1. Employment: **Skyline College** – Project Director, Center for International Trade Development; Accounting Technician, Business Services; **College of San Mateo** – Program Services Coordinator (Outreach), Public Relations & Marketing
 2. Re-Employment: **College of San Mateo** – Associate Professor (Nursing), Math/Science (2)
 - B. Public Employee Discipline, Dismissal, Release

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
April 30, 2008
San Bruno, CA**

The meeting was called to order at 6:08 p.m.

Board Members Present: President Richard Holober, Vice President-Clerk Karen Schwarz, Trustees Helen Hausman, Dave Mandelkern and Patricia Miljanich, and Student Trustee Richael Young

Others Present: Vice Chancellor Harry Joel, Skyline College President Victoria Morrow, College of San Mateo President Michael Claire, Cañada College President Tom Mohr, and District Academic Senate President Patty Dilko

Pledge of Allegiance

President Holober announced that Chancellor Galatolo is out of town and Vice Chancellor Harry Joel is at the meeting in his place. Executive Vice Chancellor Keller is also absent and Chief Financial Officer Kathy Blackwood is attending in his place. President Holober said he will leave the meeting at 7:30 due to another commitment that was scheduled prior to this meeting, which was changed from the normal fourth Wednesday to the fifth Wednesday.

President Holober thanked President Morrow for hosting this meeting.

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Vice President Schwarz and seconded by Trustee Miljanich to approve the minutes of the Study Session of the Board of April 9, 2008. The motion carried, all members voting "Aye." Christine Eldon (member of the public) disputed the correctness of a statement regarding fire alarms in Building 25. President Holober pointed out that minutes are a written record of what was said at the meeting, and cannot be amended because one does not agree with what was said.

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

None

STATEMENTS FROM EXECUTIVES

Executive Reports were presented by Vice Chancellor Joel, Skyline College President Morrow, College of San Mateo President Claire, Cañada College President Mohr, Chief Financial Officer Blackwood, District Academic Senate President Dilko and Skyline College Associated Students President Anastasia Kuzina. Copies of the Presidents' Executive Reports were available for distribution at the meeting and are attached to the official minutes of record.

Vice Chancellor Joel said that Chancellor Galatolo's absence is due to the change in the regular schedule of Board meetings.

Adding to her written report, Skyline College President Morrow elaborated on the poetry slam held on April 16. She described the lobby in the main theater as being filled with student writers reading their own poetry. The event was collaboratively planned and executed by three of the cultural Learning Communities and was a high point of the semester.

College of San Mateo President Claire, referring to the “Tour de CSM” event, recognized Louise Piper, Coordinator of Child Care Services at College of San Mateo; Karen Wiggins, also from the Child Development Center; and Arwa Ghebeh, a student in the Cañada College Early Childhood Development Program. Ms. Ghebeh conceived the idea for this event, developed the curriculum and administered the program.

President Claire provided an update on accreditation. He received a letter from the President of the Accrediting Commission regarding the two-year rule as defined by the U.S. Department of Education, which has caused uncertainty on how the Commission will respond to the Colleges’ correction of deficiencies.

College of San Mateo has formed an Accreditation Oversight Committee; President Claire distributed a list of members and the team experience and skill set represented by those members. He also provided a list of items due by October 2008 and a timeline to complete work on the items. A copy of President Claire’s handout is attached. Communications regarding accreditation include numerous all-college emails, a planned all-college meeting, and a future meeting with AFT to discuss concerns. President Claire encouraged the Board to visit the College of San Mateo accreditation website.

Adding to his written report, Cañada College President Mohr said Cañada College is presently in discussions with the new Aspire Charter High School in East Palo Alto. The school will open this fall with 250 students in grades 9, 10 and 11 and will expand to include grade 12 and have a total of 500 students. Cañada is planning to offer five sections of Spanish in the first year and in the second year will add Fundamentals of Music, Math 130, Math 219, Psychology 100, and Political Science 210. By 2010, Cañada will add Computer Applications, Speech 100, Math 200, Economics 100 and English 100. The goal is that all graduating high school students will have completed 30 - 50 college units. A Memorandum of Understanding will be brought to the Board for their consideration.

President Mohr said the Student Learning Outcomes Summit of March 28 resulted in significant progress in writing the SLO’s. The present plan is to continue work during the summer and to bring faculty back together on one or two flex days when the new semester opens to continue the process. The goal is to have the entire process completed by 2012.

Regarding Cañada’s accreditation process, President Mohr said the Educational Master Plan will be completed and brought to the Board on June 11. The master planning process has been deliberated using the shared governance process at each step, beginning with Planning and Budget and then College Council. There will be an open forum on May 20 for all faculty, staff and students. The Master Plan will integrate all external and internal data. The professionals working on the project will demonstrate how the Master Plan is the foundation for the integration of program review, SLO’s, the technical plan, the facilities master plan, the District strategic plan and the District technical plan. The process will demonstrate how each of these components interacts with one another. President Mohr said Cañada will be able to demonstrate to the Accreditation Commission a great deal of progress (now called follow-up).

Chief Financial Officer Blackwood reported that Tom Bauer has recommended using a mobile kitchen for food service at College of San Mateo after Building 5 is demolished. He has been assured that the quality of food and the service will remain the same and that catering will still be provided. The mobile kitchen will have residual value when no longer needed, or it may be kept and used for catering.

District Academic Senate President Dilko thanked Louise Piper, Karen Wiggins and Arwa Ghebeh for the “Tour de CSM” and said it shows what students can do under the tutelage of experts. President Dilko said the Senate leadership is very busy with accreditation issues and she is also working with the District Strategic Planning Committee on the revision of District Rules and Regulations. President Dilko said she attended the spring plenary in Millbrae.

Vice Chancellor Joel asked District Chief Technology Officer Frank Vaskelis to report on the Student Survey for WebSMART. Mr. Vaskelis distributed results of the survey; a copy is attached. More than 1200 students

responded to the survey, ranking their satisfaction on various components of WebSMART. The results show a high level of satisfaction in all areas. Students also provided constructive comments on how to improve the registration process and other services. As a result, some changes have been already implemented and others are being considered. Students will be surveyed again in one year after all of the changes have been implemented.

Skyline College Associated Students President Anastasia Kuzina distributed a list of events held in spring 2008 (copy attached) and highlighted some of the events. She also highlighted new clubs and noted some of the committees on which ASSC representatives serve, which are also shown on the written handout.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Christine Eldon, Shuwo Chang and Carol Reed, all students in the Weld 350 class at College of Mateo, spoke about their concerns regarding space and safety in Building 25, the value of the class to themselves and the community at large, and the availability of jobs in metal fabrication and welding. Ms. Eldon presented a petition signed by 19 students in the class. The petition requests the availability of the metal fabrication and welding laboratories beyond June 2, 2008 and also requests that significant additional laboratory time be scheduled either during the summer or fall semester or both to accommodate each student presently enrolled in Weld 350. The Board received the petition and a copy is attached.

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (08-4-2A)

It was moved by Trustee Hausman and seconded by Trustee Mandelkern to approve the actions in Board Report No. 08-4-2A. The motion carried, all members voting "Aye."

RATIFICATION OF THE 2006-2007 MODIFICATIONS TO THE CONTRACT BETWEEN THE DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) CHAPTER 33 (08-4 -3A)

It was moved by Trustee Hausman and seconded by Vice President Schwarz to approve the contract modifications as outlined in the report. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA

The Consent Agenda consists of the following Board Reports:

- 08-4-1CA Approval of Community Education College of San Mateo Baseball Camp, Summer 2008
- 08-4-2CA Approval of Community Education Soccer Camps, Summer 2008
- 08-4-3CA Approval of Community Education Youth Programs, Summer 2008
- 08-4-4CA Approval of Community Education Summer Senior Fitness Program, Summer 2008
- 08-4-5CA Approval of Skyline College Summer 2008 Sports Medicine Camp
- 08-4-6CA Approval of College of San Mateo Summer 2008 Softball Camp
- 08-4-7CA Approval of Voluntary International Student Insurance Program, 2008-09
- 08-4-8CA Ratification of Third Quarter District Warrants, 2007-2008

It was moved by Trustee Hausman and seconded by Vice President Schwarz to approve the items on the Consent Agenda. Vice President Schwarz noted that only one of the Community Education programs specified that scholarships are offered and asked if any of the other programs offer them. President Claire said these programs are administered by College of San Mateo; he will investigate and report the answer to the Board. After this discussion, the motion carried, all members voting "Aye."

Other Recommendations

APPROVAL OF RESOLUTION NO. 08-3 OPPOSING THE GOVERNOR'S PROPOSED STATE BUDGET (08-4-1B)

It was moved by Trustee Mandelkern and seconded by Student Trustee Young to approve Resolution No. 08-3. Vice President Schwarz asked if the groups specified at the March 26, 2008 meeting had been given a chance to review and comment on the resolution. Barbara Christensen said they had and there were no responses. Vice President Schwarz referenced a resolution from the County Office of Education opposing across-the-board cuts to public school funding. President Holober said the Board received the resolution but made a decision to go forward with the resolution presented at this meeting in the spirit of cooperation, since it was presented to the Board by AFT. Vice President Schwarz asked if the figures cited in the resolution had been checked for accuracy. She clarified that she realizes the projected budget numbers will change, but she is referring to statements such as "slashing the monumental sum of \$4.8 billion from our schools is the equivalent of laying off more than 107,000 teachers or 137,000 education support professionals." There was discussion about whether to delay the vote until the next meeting when someone from AFT could be present to verify the accuracy of such statements. President Holober said he has seen the same figures in press releases from different groups. It was then agreed that a vote would be taken. Trustee Miljanich suggested that in the future, the Board request that the person or group submitting a report be present at the meeting to answer questions. All Board members agreed with this suggestion. After this discussion, the motion carried, all members voting "Aye."

APPROVAL OF RESOLUTION NO. 08-4 IN SUPPORT OF MEASURE P, THE MILLBRAE SCHOOL DISTRICT PARCEL TAX INITIATIVE (08-4-2B)

It was moved by Vice President Schwarz and seconded by Trustee Miljanich to approve Resolution No. 08-4. The motion carried, all members voting "Aye."

APPROVAL OF RESOLUTION NO. 08-5 IN SUPPORT OF MEASURE N, THE PACIFICA SCHOOL DISTRICT PARCEL TAX INITIATIVE (08-4-3B)

It was moved by Trustee Hausman and seconded by Vice President Schwarz to approve Resolution No. 08-5. The motion carried, all members voting "Aye."

APPROVAL OF RESOLUTION NO. 08-6 IN SUPPORT OF MEASURE Q, THE HALF MOON BAY TRANSIENT OCCUPANCY TAX INCREASE (08-4-4B)

It was moved by Trustee Hausman and seconded by Student Trustee Young to approve Resolution No. 08-6. The motion carried, all members voting "Aye."

Trustee Hausman said there will also be a ballot measure on public parks. Trustee Mandelkern noted that parks are the second largest educator next to schools, and thus it would be appropriate for the Board to consider the measure. It was agreed by consensus that this measure will be brought to the Board at the May 14 meeting.

ACCEPTANCE OF EXTERNAL FUNDS (08-4-101B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the acceptance of external funds as described in the report. Vice President Schwarz asked if there will be up to 42 students in total, or up to 42 students at each of the participating colleges. Skyline College Vice President Regina Stanback-Stroud responded that the project will be for up to 42 students in total. After this discussion, the motion carried, all members voting "Aye."

APPROVAL OF REVISIONS TO EMPLOYEE SECOND LOAN PROGRAM REQUIREMENTS (08-4-102B)

It was moved by Vice President Schwarz and seconded by Trustee Miljanich to approve the revisions as outlined in the report. Trustee Mandelkern said the formula as written is difficult to understand and suggested that further explanation be provided. Barbara Christensen will rewrite this section. President Holober asked if the District has had problems with any of the loans. Ms. Christensen said there have been no problems. After this discussion, the motion carried, all members voting "Aye."

CONTRACT AWARD FOR THE COLLEGE OF SAN MATEO BUILDINGS 14 AND 16 MODERNIZATION PROJECT (08-4-103B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the contract award as described in the report. Trustee Mandelkern asked why a firm (John Plane Construction, Inc.) would attend a bid opening when they did not actually submit a bid. Rick Bennett, Executive Director of Construction Planning, explained that this firm was ready to turn in a bid when they realized there were two buildings and they had only included one; they were already present so decided to participate in the bid process. President Holober noted that 19 prequalified bidders attended the pre-bid conferences but only two submitted bids, and asked if this was reflective of the current environment. Mr. Bennett said the number of prequalified bidders was due in part to curiosity of contractors for the initial bid and also because subcontractors were listed. After this discussion, the motion carried, all members voting "Aye."

INFORMATION REPORTS

UPDATE ON SKYLINE COLLEGE FACILITIES MAINTENANCE CENTER (08-4-4C)

Vice Chancellor José Nuñez presented a report in response to a letter sent to Vice President Schwarz from Richard Inokuchi, Facilities Operations Manager at Skyline College, stating that the portable office building is inadequate to meet the needs of the Facilities office staff. Vice Chancellor Nuñez said the modular office building is in very good condition; it is only six years old and has an expected life span of 20-25 years. Funds are being invested to upgrade the facility with new paint and carpeting. Given the limited resources available, a new office building is not within the scope of the state-funded Facilities Maintenance Center project. Trustee Mandelkern asked if the space is adequate. Vice Chancellor Nuñez replied that the building does provide adequate space; there are 1,920 square feet to house five employees. There are restrooms and a break room which includes a refrigerator, stove, microwave oven and satellite television reception. Vice President Schwarz asked if Facilities personnel are aware of the upgrades that will be made, and Vice Chancellor Nuñez replied that they have been briefed. The Board agreed that Vice Chancellor Nuñez provided adequate explanation and no further follow-up is needed. The Board wants the maintenance staff to know that they appreciate the work they do.

President Holober left the meeting and Vice President Schwarz conducted the remainder of the meeting.

UPDATE ON CAÑADA VISTA (08-4-5C)

Barbara Christensen said she sent an email to all District employees this afternoon regarding the project. There are two more noncontroversial approvals coming up in May and June. The design professionals reported they will have the grading and foundation plans to the City of Redwood City by July 4 and the building plans one month later. Ms. Christensen hopes that construction will begin in September. Trustee Mandelkern thanked Ms. Christensen for her response to his concern about a newspaper article which emphasized homeowners' opposition to the project. He noted that there were two more favorable articles today, with one including the statement that the homeowners "are ready to move on." Ms. Christensen said that on Monday, the attorney for the Homeowners Association submitted another letter to the Redwood City Council asking them not to act. However, last night the President of the Homeowners Association told the Woodside Town Council that they are now happy with the project. Vice President Schwarz said she attended the Redwood City Council meeting on Monday and Council members commented on the excellent collaboration between the District, Town of Woodside, City of Redwood City and residents. Vice President Schwarz believes this collaboration has made the project a better one.

STATEMENTS FROM BOARD MEMBERS

Trustee Mandelkern congratulated President Morrow and the Skyline Community on the Chamber of Commerce mixer held this evening and complimented the art students on their impressive works. Trustee Mandelkern referenced a letter sent to the Board from a resident regarding a seating problem at a Cañada College theatre performance. A letter was sent from the Chancellor on behalf of the Board and copies have been sent to Board members.

Trustee Hausman said she was pleased to learn of the poetry slam by students at Skyline College as described by President Morrow.

Vice President Schwarz attended the program review for nine programs at Skyline College today and was impressed with the information provided. She added that she would be happy to attend program reviews at the other Colleges as well. Vice President Schwarz also attended the annual 25 year service awards. She also thanked the Mary Meta Lazarus Child Development Center for sponsoring the "Tour de CSM."

COMMUNICATIONS

None

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 7:58 p.m.

The Board reconvened to Open Session at 9:24 p.m.

CLOSED SESSION ACTIONS TAKEN

Vice President Schwarz reported that, at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 4-0 to approve the actions in Board Report No. 1-A and 1-B.

ADJOURNMENT

It was moved by Trustee Hausman and seconded by Vice President Schwarz to adjourn the meeting. The motion carried, all members present voting "Aye." The meeting was adjourned at 9:25 p.m.

The next meeting of the Board will be a Regular Meeting on May 14, 2008 at 6:00 p.m. in the District Board Room.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the May 14, 2008 meeting.

Karen Schwarz
Vice President-Clerk

BOARD REPORT 08-5-1A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Harry W. Joel, Vice Chancellor, Human Resources and Employee Relations
(650) 358-6767

APPROVAL OF PERSONNEL ITEMS

A. REASSIGNMENT

Skyline College

Goldie Lee Program Services Coordinator (Career/Transfer) Counseling Services

Promoted through the hiring process from an Instructional Aide I position at Skyline College into this full-time 12-month position, effective April 28, 2008. The change in staff allocation was Board approved on March 12, 2008.

B. CHANGES IN STAFF ALLOCATION

Recommend creation of a new classification, “Dean of Planning, Research and Institutional Effectiveness,” at Grade AF of the Management Salary Schedule (20), effective May 15, 2008.

Canada College

Recommend a change in staff allocation to add the position of Director of Planning Research and Student Success on the Management Salary Schedule (20), Grade AI, to more effectively address research and planning needs as they relate to accreditation, effective May 15, 2008.

College of San Mateo

Recommend a change in staff allocation to re-title the position of Dean, Articulation and Research (4A0002) to Dean of Planning, Research and Institutional Effectiveness at the same grade (AF) of the Management Salary Schedule (20), effective May 15, 2008. It is also recommended that the incumbent, John Sewart, be placed in the new position effective May 15, 2008.

Skyline College

1. Recommend a change in staff allocation to delete one full-time Administrative Secretary position in the Office of Instruction – Evening Services (2C0004), effective May 15, 2008. This position is no longer needed at the Administrative Secretary level.
2. Also recommend a change in staff allocation to add one part-time (48%) 12-month per year Office Assistant II position (Classified Salary Schedule (60), Grade 18) in the Office of Instruction – Evening Services, effective May 15, 2008.
3. Recommend reclassification of the position of Director of Planning, Research & Student Success from Grade AI of the Management Salary Schedule (20) to Dean of Planning, Research and Institutional Effectiveness at Grade AF, effective May 15, 2008. The classification change more effectively addresses research and planning needs as they relate to accreditation.

BOARD REPORT 08-5-1A

District Office

Recommend creation of a new classification, "Web Programmer Analyst," at Grade 37 of the Classified Salary Schedule (60), effective May 15, 2008.

Also recommend an increase in staff allocation to add one full-time 12-month per year Web Programmer Analyst position in the Information Technology Services (ITS) Department, effective May 15, 2008.

C. SHORT-TERM, NON-CONTINUING POSITIONS

The following is a list of requested classified short-term, non-continuing services that require Board approval prior to the employment of temporary individuals to perform these services, pursuant to Assembly Bill 500 and its revisions to Education Code 88003:

<i>Location</i>	<i>Division/Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
Cañada	Operations/Business Services	3	7/1/08	6/30/09	College Security Officer: Intermittent security work to cover special events.

BOARD REPORT NO. 08-5-1CA

TO: Members of the Board of Trustees
 FROM: Ron Galatolo, Chancellor-Superintendent
 PREPARED BY: James W. Keller, Executive Vice Chancellor, 358-6790

APPROVAL OF TRUSTEES’ FUND FOR PROGRAM IMPROVEMENT PROJECTS FOR CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE

On September 26, 2007, the Board of Trustees approved a special appropriation for the Trustees’ Fund for Program Improvement, set at the same level as in prior years, or \$50,000 (Board Report No. 07-9-103B). Additionally, \$67,453.94 was carried over to continue programs committed in prior years but not completed by June 30, 2007. The total 2007-08 allocation and 2006-07 carryover has been allocated as follows:

	06-07 Allocation	05-06 Carryover	Total Funds Available
Cañada College	\$10,857.79	\$11,742.90	\$22,600.69
College of San Mateo	23,105.72	29,031.79	52,137.51
Skyline College	<u>16,036.49</u>	<u>26,679.25</u>	<u>42,715.74</u>
Total	\$50,000.00	\$67,453.94	\$117,453.94

The total funding available for ongoing and new proposals in 2007-08 is \$117,453.94.

Attached are descriptions of new proposals submitted for 2007-08 by Cañada College (Exhibit A), College of San Mateo (Exhibit B) and Skyline College (Exhibit C).

RECOMMENDATION

It is recommended that the Board of Trustees approve the projects submitted by Cañada College in the amount of \$10,857.43, College of San Mateo in the amount of \$7,000 and Skyline College in the amount of \$10,452.69, as described in the attached, for Trustees’ Fund for Program Improvement support.

Trustees' Fund for Program Improvement
Cañada College

Project Title: Wellbeing Project
Project Director: Siew Jolin Kuek, Psy.D Psychological Services – Cañada College
Project Amount: \$3,078.00

Goals and objectives for this project are to increase the recruitment and training of graduate Clinical Psychology Interns to help meet student needs for services. These Interns volunteer their time in exchange for learning experience. We would like to ensure that they have access to quality training and materials. Presently we are not able to meet all requests for counseling services because the demand is greater than the hours we have available to meet these needs. We also intend to recruit our colleagues to help us in caring for the mental health of our students by providing them with information and training on mental health issues.

Project Title: Cross Discipline 3D Spatial Visualization Course
Project Director: Jeanne Mecorney, Business, Workforce, & Athletics/Multimedia
Department – Cañada College
Project Amount: \$3,041.68

This project will enable the creation of a 1.5 unit cross discipline online course to prepare women and others to succeed in Math, Computer Science, Interior Design, Geography, 3D Animation and other Science courses. Through our participation in a NSF grant with the National Institute for Women in Trades, Technology and Science studies have shown women are less likely to succeed in these courses due to a lack of experience with 3D spatial visualization. This will cover different techniques for representing and visualizing three dimensional objects including isometric and orthographic drawings, flat patterns, rotations, reflections, symmetry, cutting planes and cross sections, and surfaces and volumes of revolution.

Project Title: Digital Video and Pod Casts of the Italian Montessori Early Childhood
Program Models in the Cultural Context
Project Director: Jan Lawrence, Early Childhood Education Adjunct Faculty
Project Amount: \$2,765.00

This project will provide an instructional tool for early childhood educators to support student learning through digital video and pod casts. The material will show the parallels of the Italian Montessori model with current brain research and developmentally appropriate practices. It will also address common misconceptions of Montessori's work and philosophy by showing daily life in a Montessori classroom in its home culture. On a broader context, it supports students' understanding of child-centered instruction and the influence of the Italian models as initiating many of the indicators of quality in ECE today as developed by the National Association for the Education of Young Children.

Trustees' Fund for Program Improvement
Cañada College

Project Title: HMSV/ECE 262 & 264 – Course Presentation Using Power Point
Project Director: Val Goines, ECE Coordinator working with
Carlos Bravo, Human Services Adjunct Faculty Member – Cañada
College
Project Amount: \$1,972.75

Many adult students attending college for the first time in their lives need a variety of teaching methods to accommodate their learning styles. The Early Childhood Education Department and Human Services Department would like to create slides of the HMSV/ECE 262 syllabus. A Power Point presentation would increase the level of attention and retention of the material presented and the student could focus better and be less distracted in the classroom. This class has a large enrollment and distractions are more frequent. The goals and objective in having the Power Point slides would be to increase the learning curve of the students and the teaching methods to cover the learning styles.

Trustees' Fund for Program Improvement
College of San Mateo

Project Title: Development of Chemistry 250 Quantitative Analysis Laboratory Manual
Project Director: Kate Deline, Chemistry Department
Project Amount: \$3,500.00

The quantitative analysis chemistry class is an advanced class taken by chemistry, forensics, biochemistry and some pharmacy majors. Currently, there is no lab manual available for purchase for this course which would match the equipment and glassware in existence at College of San Mateo. Each textbook has its own set of labs; however, College of San Mateo does not have all of the equipment some of the labs require. In addition, some topics do not have a corresponding lab in the textbook. Students currently use labs written by the instructor or from textbooks or other sources, requiring additional handouts explaining the modifications.

In the last three years, the chemistry department has purchased MeasureNet state-of-the-art data acquisition systems at a cost of over \$20,000 and a state-of-the-art Fourier Transform Infra-red Spectrometer (FTIR) also at a cost of over \$20,000. These pieces of equipment are necessary to make sure students are competitive when they transfer or enter the workforce.

The in-house lab manual would be able to make use of the MeasureNet stations and the FTIR as well as other equipment, glassware and chemicals the chemistry department already has. The labs will run more smoothly, be more enjoyable for the students and have a higher success rate for the unknown determinations when there is a single set of instructions to follow.

Project Title: Development of Laboratory Manuals for Organic Chemistry 231 and 232
Project Director: Yin Mei Lawrence, Chemistry Department
Project Amount: \$3,500

The development of two laboratory manuals, one each for Chemistry 231 and Chemistry 232, would improve student learning by providing resources on how to learn laboratory skills, techniques and safe laboratory practices. The manuals would be specific to the organic chemistry laboratory courses at College of San Mateo. They will reflect changes made to the laboratory courses in the last three years. These changes were made primarily because of new learning objectives, new glassware and instrumentations that were purchased using bond money on moving into the new science building.

Good laboratory practice is best learned in a well set-up laboratory. A well set-up laboratory should have all (but not limited to) the following: clear instructions where to find and return equipment/glassware, customized sets of material safety datasheets/information which students are taught to read and utilize, clear safety protocols for handling chemicals and for collecting and disposing of wastes generated during lab times. A customized laboratory manual would be a very good resource for teaching students good laboratory practice.

Trustees' Fund for Program Improvement
Skyline College

Project Title: Online Instructional Modules for Teaching Information
Competency Skills
Project Director: Eric Brenner, Librarian
Project Amount: \$3,500.00

This project will enable the creation of a series of online instructional modules and tutorials, including instructional video demonstrations of online research procedures, which will enable librarians and classroom instructors to integrate information competency instruction into the curriculum of numerous courses across multiple disciplines.

The college-wide plan for teaching information competency skills, which is currently being developed, will focus on the integration of information literacy instruction into the curriculum of a wide range of courses that include research within their course objectives. Librarians will develop instructional materials, assignments, and assessment instruments for teaching information literacy skills and then they will work with instructors of selected courses to integrate the instruction into those courses.

Project Title: Interactive Technology Student Response System
Project Directors: Mike Fitzgerald, PE/Athletics
Project Amount: \$3,452.69

This program will enhance learning and engages students in the lecture setting. Instructors give examinations and lectures on exercise physiology, anatomy, heart disease, cholesterol and nutrition to hundreds of students a semester. This response system would greatly enhance the ability to communicate and involve the students during these lectures. Currently Skyline College does not have the system in use through the Audio/Visual Department and many instructors in the Physical Education Department could benefit from such a program. The interactive software program will allow students to respond to test questions and get immediate feedback from the instructor.

Project Title: Skyline Physics Laboratory Upgrade
Project Directors: Ilkka Koskelo, Physics Department
Project Amount: \$3,500.00

This project seeks to make major upgrades to the laboratory curriculum and equipment for all of the physics courses at Skyline College.

The physics lab curriculum currently lacks enough appropriate experiments and has a complete lack of existing lab manuals. In addition, the new computers need to have physics-specific computer hardware and software implemented.

These are essential improvements that ideally need to be implemented quickly, in order to best meet the needs of our students. A separate revenue stream is already secured for all computer and physics equipment; this Trustees' Grant would allow the instructor the time to dedicate to this project, so these much-needed improvements are in place by fall 2008.

San Mateo County Community College District

May 14, 2008

BOARD REPORT NO. 08-5-2CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Barbara Christensen, Director of Community/Government Relations, 574-6510

REVISION OF DISTRICT RULES AND REGULATIONS, SECTION 1.05, STUDENT TRUSTEE

California Education Code 72023.5 (d) requires that the Governing Board adopt rules and regulations regarding the privileges it wishes to afford the Student Trustee by May 15 of each year, to be effective until May 15 of the following year.

Accordingly, attached are the proposed revisions to District Rules and Regulations, Section 1.05, Student Trustee. The revisions clarify the terms under which a student may run for the office of Student Trustee and the election process.

The revisions have been approved by the Associated Students at each of the Colleges and by the District Shared Governance Council.

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed changes to District Rules and Regulations, Section 1.05, Student Trustee as shown in the attached.

1.05 Student Trustee

1. A Student Trustee shall serve a one-year term as a nonvoting member of the Board beginning June 1 each year. The rights of the Student Trustee shall be limited to those mandated in the Education Code except that the Student Trustee shall have the right to make or second motions and will have the right to exercise an advisory vote. The responsibilities of the Student Trustee shall be those mandated by the Education Code and those approved by the Board including:
 - a. The Student Trustee shall be responsible and accountable to the students of the District and their elected officers.
 - 1) The Student Trustee shall make himself/herself informed about those issues which have a direct or significant impact on students of the District and such issues that are brought to the attention of the Student Trustee by any concerned students.
 - 2) The Student Trustee shall gather student input and disseminate information by meeting at least once per month, school calendar permitting, at a scheduled meeting of the student government organization at each College and in other ways as appropriate.
 - 3) The Student Trustee shall voice the concerns and interests of District students in public meetings of the Board and appropriately seek to persuade the vote of the Board.
 - 4) The Student Trustee shall call and attend a Tri-Campus Committee meeting immediately before each public session of the Board.
2. To be eligible to serve as a Student Trustee, a person must meet all statutory requirements, including:
 - a. Be a resident of California.
 - b. Be currently enrolled in one of the Colleges of the San Mateo County Community College District.
 - c. Maintain enrollment in at least five semester units and meet, and maintain the minimum standards of scholarship as described in Section 7.35 of Rules and Regulations.
 - d. Not concurrently hold any recognized Associated Student government position in the three Colleges of the San Mateo County Community College District while holding the office of Student Trustee. Students who wish to run for Student Trustee may not be a candidate for President or Vice President of any Associated Students organization.
3. Election of Student Trustee nominees by students from each of the three Colleges shall take place by May 25 of each year. The manner, place, and time of the election shall be determined by the Associated Students at each College. The Associated Students shall make every effort to schedule elections on different days at the Colleges.
4. A panel of seven students (two student body officers from each College, selected by the Student Government, and the outgoing Student Trustee) shall interview the three Student Trustee nominees and elect one person by secret ballot to be seated as the Student Trustee. None of the members of the panel may be a candidate for the position of Student Trustee. If the Student Trustee is running for a second term, and, therefore, not eligible to serve on the panel, the District Student Council shall select an alternate member to serve on the panel. Four votes shall be required for election, and the process must be completed by May 30.
 - a. If there is a 3-3-1 tie vote, the candidate with the least amount of votes will be dropped, and the panel will re-vote. Before a vote is taken, the candidates may be re-interviewed.

- b. If there is a 3-2-2 tie vote, the panel will vote only on the candidates who have two votes, to break the tie, and the candidate with the least amount of votes will be eliminated. The panel will vote on the remaining two candidates. Before a vote is taken, the candidates may be re-interviewed.
 - c. If the panel is unable to elect one of the nominees to be seated on the Board by May 30 of each year, the Chancellor-Superintendent shall select, by lot, the student to be seated on the Board.
5. The Student Trustee may be recalled for cause by a no-confidence vote taken at each of the three Colleges. The vote at each College shall be from the Student Senate and executive officers combined and shall be considered passed by simple majority.
6. If a vacancy should occur during the Student Trustee's one-year term, the panel shall convene to elect one of the remaining nominees to be seated as Student Trustee. Any College which does not have a previously elected nominee may hold a special election to select a nominee. Such nominee(s) shall be considered by the panel together with the nominee(s) from the other College(s).
- If the panel is unable to select from among the nominees, the Chancellor-Superintendent shall select, by lot, one of the nominees to fill the vacancy.
7. The District shall provide monthly compensation to the Student Trustee for attending Board meetings at one-half of the maximum amount allowed for elected trustees under the Education Code. In addition, the Student Trustee shall receive a service award as follows:
- a. The Student Trustee will receive one payment annually, payable May 31. In order to receive the payment, the Student Trustee must have been in office and fulfilled his/her duties as outlined in this section for the entire 12-month period.
 - b. Each annual payment will be equal to the total of 12 monthly compensations.
 - c. The Board of Trustees reserves all discretion for any partial allocation in case of extraordinary circumstances beyond the Student Trustee's control causing early termination of term of office.
8. Mileage allowance for travel necessary to attend Board meetings and to attend to other official District business as authorized by the Board shall be provided for the Student Trustee at the same rate as that established for other Trustees. The Student Trustee shall also receive the same health and welfare benefits as are provided to Board members.
9. No other section of Rules and Regulations other than this section (1.05) is applicable to the Student Trustee, unless the Student Trustee is specifically mentioned.

BOARD REPORT NO. 08-5-1B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Jing Luan, Vice Chancellor, Ed Services & Planning 358-6880

**REVISIONS OF UNIVERSITY STUDIES AND LIBERAL ARTS STUDIES DEGREES
FOR TITLE 5 COMPLIANCE**

Recent interpretations of the existing Title 5 regulations indicate that previously approved liberal studies and transfer studies degrees are now considered noncompliant because they do not contain an area of emphasis. Colleges across the state have been asked to revise any Associate of Arts and Associate of Science degrees that (1) do not have a major or an area of emphasis; or (2) are based solely on Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSU-GE) Breadth.

Accordingly, the three Colleges of the San Mateo County Community College District engaged the appropriate curriculum review and approval processes to submit revised degrees and certificates for approval. Upon Board approval, the Colleges will proceed with the System Office approval process. The effective date for the revised degree and certificates will be fall 2008.

RECOMMENDATION

It is recommended that the Board of Trustees approve the revised Associate degrees and Certificates of Achievement.

University Transfer Certificate of Achievement (College of San Mateo)

Option 1 – California State University General Education Certification

Option 2 – Intersegmental General Education Transfer Curriculum Certification/CSU

Options 3 - Intersegmental General Education Transfer Curriculum Certification/UC

(For all options, find courses approved to meet university transfer general education requirements at www.assist.org and search under College of San Mateo.)

Option 1 – California State University General Education Certification (CSUGE)

Complete 39 units of coursework to meet the California State University General Education Certification requirements as listed below.

Complete 9 units of Area A: Communications in the English Language and Critical Thinking. Courses in Area A must be completed with a grade of “C” or higher. Select a course from each area below.

- A1: Oral Communication – 3 units
- A2: Written Composition - 3 units
- A3: Critical Thinking - 3 units

Complete 9 units of Area B: Physical Universe and Its Life Forms. The course used to meet Area B4 must be completed with a grade of “C” or higher. One of the courses selected to meet Area B1 or Area B2 must be a lab course or have a lab component to meet the B3 lab requirement. Select a course from each area below.

- B1: Physical Science - 3units
- B2: Life Science - 3 units
- B3: Lab Course (the course selected to meet either B1 or B2 must be a lab course or have a lab component to meet the B3 requirement)
- B4: Math Concepts/Quantitative Reasoning - 3 units

Complete 9 units of Area C: Arts, Literature, Philosophy and Foreign Language. At least one course must be selected from Arts and one course from Humanities. The third course can be selected from either Arts or Humanities.

- C1: Arts - 3 units
- C2: Humanities - 3 units
- C1 or C2 - 3 units

Complete 9 units in Area D: Social, Political and Economic Institutions. Must complete coursework in at least two disciplines. Courses selected to meet Area D may also be used to meet a CSU graduation requirement in US History, US Constitutions, and California State and Local Government (referred to as AH&I/CA State). (CSU Chico does not allow double counting of courses in Area D to meet AH&I/CA State.)

- Area D - 9 units

Complete 3 units in Area E: Lifelong Understanding and Self Development.

- Area E - 3 units

Option 2 – Intersegmental General Education Transfer Curriculum Certification for CSU (IGETC /CSU)

Complete 37 units of coursework to meet the IGETC/CSU Certification requirements as listed below. All courses must be completed with a grade of “C” or higher.

Complete 9 units in Area 1: English Communication

- Area 1A: English Composition - 3units
- Area 1B: Critical Thinking - 3units
- Area 1C: Oral Communication - 3 units

Complete 3 units in Area 2: Mathematical Concepts and Quantitative Reasoning.

- Area 2 -3 units

Complete 9 units in Area 3: Arts and Humanities. At least one course must be selected from Arts and one course from Humanities. The third course can be selected from either Arts or Humanities.

- Area 3A: Arts - 3 units
- Area 3B: Humanities - 3 units
- Area 3A or 3 B - 3 units

Complete 9 units in Area 4: Social and Behavioral Sciences. Must complete coursework in at least two disciplines.

- Area 4 - 9 units

Complete 7 units in Area 5: Physical and Biological Sciences. At least one course must include a laboratory component.

- Area 5A: Physical Science - 3 – 4 units
- Area 5B: Biological Science - 3 – 4 units

Options 3 - Intersegmental General Education Transfer Curriculum Certification for UC (IGETC/UC)

Complete 34 - 39 units of coursework to meet the IGETC/UC Certification requirements as listed below. All courses must be completed with a grade of “C” or higher.

Complete 6 units in Area 1: English Communication

- Area 1A: English Composition - 3units
- Area 1B: Critical Thinking - 3units

Complete 3 units in Area 2: Mathematical Concepts and Quantitative Reasoning.

- Area 2 -3 units

Complete 9 units in Area 3: Arts and Humanities. At least one course must be selected from Arts and one course from Humanities. The third course can be selected from either Arts or Humanities.

- Area 3A: Arts - 3 units
- Area 3B: Humanities - 3 units
- Area 3A or 3 B - 3 units

Complete 9 units in Area 4: Social and Behavioral Sciences. Must complete coursework in at least two disciplines.

- Area 4 - 9 units

Complete 7 units in Area 5: Physical and Biological Sciences. At least one course must include a laboratory component.

- Area 5A: Physical Science - 3 – 4 units
- Area 5B: Biological Science - 3 – 4 units

Meet Area 6: Language Other Than English proficiency requirement. This area can be fulfilled through a number of options.

Verification for any of the options listed below is required to complete certification.

- Completion of a CSM course approved to meet Language Other Than English Area 6 proficiency
- Completion of two years (4 semesters, level 1 through level 4 or higher) of one foreign language in high school with a grade of C or higher.
- Satisfactory score in SAT II – Foreign Language Subject Test
- Score of 3 or higher in AP examination in a foreign Language
- Satisfactory score in the International Baccalaureate Higher Level examination
- Satisfactory completion of two or more years of formal school at the 6th grade level or higher where the language of instruction is not English

Associate in Arts Degree in Interdisciplinary Studies with an Area of Emphasis with Three Options (College of San Mateo)

Option 1: Intercultural Studies; Option 2: Contemporary Issues; Option 3: Science and Society

Option 1: Intercultural Studies

This degree option introduces students to multiple cultural perspectives to enable them to be informed, engaged citizens in a multicultural society. Depending on the student's focus, this degree offers transfer opportunities into areas such as World Arts and Cultures, Global Studies, Multicultural Studies, and Ethnic Studies. Students should work with a counselor to identify any additional supporting classes for transfer to a particular program and university. Note: most courses listed in this major can also be used to meet requirements for the California State University General Education or IGETC.

A minimum of 18 units required to include:

- **At least 3 units of courses that examine more than one culture within the course to be selected from the following options:**

ANTH 110 Cultural Anthropology	3 units
ANTH 180 Magic, Science & Religion	3 units
ETHN 351 The Primal Mind and Cultural Diversity	3 units
ETHN 585 Ethnicity in Cinema	3 units
GEOG 110 Cultural Geography	3 units
LIT 220 Introduction to World Literature	3 units
MUS 250 World Music	3 units
PHIL 300 Introduction to World Religions	3 units
PLSC 110 Contemporary Foreign Governments	3 units
PLSC 260 Contemporary Ethnic Politics	3 units
SPCH 150 Intercultural Communication	3 units

- **At least 6 units of courses in the arts and literature to be selected from the following options:**

ART 100 Art of the Western World	3 units
ETHN 288 African-American Cinema	3 units
ETHN 350 Native American Way of Life	3 units
ETHN 440 Cultural Experience of Asian-American Writers	3 units
HUM 131 Cultural Achievements of African-Americans	3 units
HUM 133 Cultural Achievements of Asian Americans	3 units
LIT 232 Survey of English Literature	3 units
LIT 430 Mythology and Folklore	3 units
MUS 240 Music of the Americas	3 units

- **At least 9 units of courses in the areas of social, political, and economic institutions to be selected from the following options:**

ANTH 370 Olmec, Maya, and Aztec People and Cultures of Mexico and Central America	3 units
ETHN 101 Introduction to Ethnic Studies I	3 units
ETHN 102 Introduction to Ethnic Studies II	3 units
ETHN 150 Social Dynamics of People of Color	3 units
ETHN 261 African-American Culture I	3 units
ETHN 262 African-American Culture II	3 units
ETHN 300 Introduction to La Raza Studies	3 units
ETHN 360 The People and Cultures of Polynesia: An Introduction	3 units
ETHN 440 Cultural Experience of Asian-American Writers	3 units
HIST 100 History of Western Civilization I	3 units
HIST 101 History of Western Civilization II	3 units
HIST 102 History of American Civilization	3 units
HIST 260 Women in American History	3 units
PLSC 120 Area Studies	3 units
PLSC 212 Introduction to American Politics and Society	3 units
SOSC 220 British Life and Culture	3 units
SOSC 221 French Life and Culture	3 units

Option 2: Contemporary Issues

This degree option provides students with both an introduction to the wide range of issues facing contemporary society and the tools to analyze these issues critically. Depending on the student's focus, this degree offers transfer possibilities into such majors as Communications, Environmental Studies, Ethnic Studies, Sociology, and Social Services. Note: most courses listed in this major can also be used to meet requirements for the California State University General Education or IGETC.

A minimum of 18 units required to include:

- **At least 6 units of courses that introduce students to major disciplines in the social sciences. The 6 units of courses must be selected from the following options and include at least two different discipline areas:**

BUS 100 Contemporary American Business	3 units
ECON 100 Principles of Macroeconomics	3 units
ECON 102 Principles of Microeconomics	3 units
GEOG 110 Cultural Geography	3 units
PSYC 100 General Psychology	3 units
PSYC 300 Social Psychology	3 units
SOCI 100 Introduction to Sociology	3 units
SPCH 100 Public Speaking	3 units

- **At least 3 units of courses in statistics or critical thinking, selected from the following:**

ECON 123 Business-Economic Statistics	3 units
ENGL 165 Advanced Composition	3 units
MATH 200 Elementary Probability and Statistics	4 units
MATH 147 Mathematics and Global Studies	4 units
PHIL 103 Critical Thinking	3 units
PSYC 121 Basic Statistical Concepts	3 units
SOSC 111 Critical Thinking and Writing	3 units

- **At least 9 units of courses that explore particular issues facing contemporary society. The 9 units of courses must be selected from the following options and include at least two different discipline areas:**

ARCH 100 Survey of Contemporary Architecture	3 units
BIOL 102 Environmental Conservation	3 units
BIOL 195 Biology Field Laboratory	1 unit
BCST 110 Media in Society	3 units
ETHN 151 Patterns of Prejudice and Racism I	3 units
ETHN 152 Patterns of Prejudice and Racism II	3 units
HSCI 112 Current Health Issues	1 unit
HUM 125 Technology/Contemporary Society/Human Values	3 units
JOUR 110 Mass Media in Society	3 units
PHIL 244 Contemporary Social and Moral Issues	3 units
PLSC 130 International Relations	3 units
PLSC 215 Contemporary Issues in American Politics	3 units
PLSC 250 Civil Liberties and Civil Rights	3 units
SOCI 105 Social Problems	3 units
SOCI 141 Race and Ethnic Relations	3 units
SOCI 200 Urban Sociology	3 units

Option 3: Science and Society

This degree provides students with the foundation from which to understand the impact of scientific issues on contemporary society. Depending on the student’s focus, this major offers transfer possibilities in the social sciences, including Economics, Sociology, and Social/Behavioral Sciences, and in more specialized interdisciplinary majors such as Environmental Economics and Policy, Environmental Analysis and Design, Social Ecology, Community and Regional Development, and Development Studies. Students should work with a counselor to identify the appropriate mathematics classes and any additional supporting classes for transfer to a particular program and university. Note: most courses listed in this major can also be used to meet requirements for the California State University General Education or IGETC.

A minimum of 19 units required to include:

- **At least 3 units of courses that link science with society, to be selected from:**

HUM 125 Technology/Contemporary Society/Human Values	3 units
MATH 147 Mathematics and Global Studies	4 units
PHIL 244 Contemporary Social and Moral Issues	3 units

- **At least 7 units of courses in the sciences to be selected from the following options:**

BIOL 100 Introduction to Life Sciences	3 units
BIOL 102 Environmental Conservation	3 units
BIOL 110 General Principles of Biology	4 units
BIOL 140 Animals, People, and Environment	3 units
BIOL 145 Plants, People, and Environment	3 units
BIOL 184 Wildlife Biology	3 units
BIOL 195 Biology Field Laboratory	1 unit
GEOL 100 Survey of Geology	3 units
GEOL 101 Geology Laboratory	1 unit
METE 100 Elementary Meteorology	3 units
METE 101 Meteorology Laboratory	1 unit
OCEN 100 Oceanography	3 units
OCEN 101 Oceanography Laboratory/Field Study	1 unit

- **At least 9 units of courses in the social sciences to be selected from the following options:**

ANTH 110 Cultural Anthropology	3 units
ANTH 180 Magic, Science & Religion	3 units
ECON 100 Principles of Macroeconomics	3 units
ECON 102 Principles of Microeconomics	3 units
GEOG 100 Physical Geography	3 units
GEOG 110 Cultural Geography	3 units
GEOG 150 World Regional Geography	3 units
PLSC 215 Contemporary Issues in American Politics	3 units
PSYC 100 General Psychology	3 units
PSYC 220 Introduction to Psychobiology	3 units
SOCI 100 Introduction to Sociology	3 units
SOCI 105 Social Problems	3 units
SOCI 200 Urban Sociology	3 units

INTERDISCIPLINARY STUDIES

Skyline College

The Interdisciplinary Studies major awards an Associate of Arts degree for students who pursue broad areas of study and exploration in any of the areas of emphasis described below. Option 1 enables students to complete the requirements for the Associates degree, while options 2, 3 and 4 enables students to complete the requirements for the Associates degree and transfer admission requirements to the California State University, University of California or independent colleges and universities. **Important:** Completion of the CSU, UC or Independent University patterns does not guarantee admission to any of these institutions. Consult with a counselor for further information. **Note:** Minimum C grade is required in all courses applied to any area of emphasis in this major.

Option 1: Skyline College Pattern (replaces former Liberal Arts major)

- A. Complete Basic Competency, Specific Area, and General Education requirements for the AA/AS degree
- B. Complete 18 units in one of the following areas of emphasis
 - a. Social and Natural Sciences (9 units of coursework from Area F1, Natural Science, and 9 units of coursework from Area F3, Social Sciences)
 - b. Humanities and Communication (9 units of coursework from Area F2, Humanities, and 9 units of coursework from Area F4, Language and Rationality)
 - c. Organizational Structures (6 units of coursework from Area F4, Communication and Analytical Thinking, and 12 units of coursework from Area F3, Social Sciences)
 - d. Social and Personal Development (9 units of coursework from Area F3, Social Sciences, and 9 units of coursework from Area F5, Personal Development)
- C. Remaining units should be chosen in consultation with a counselor to fulfill Associate Degree competency and specific area requirements and lower-division preparation and/or electives.

Option 2: California State University Pattern (replaces option 1 in former University Studies major)

To meet the requirements for this pattern, students must complete a minimum of 60 semester units that are CSU transferable with a cumulative GPA of 2.0 or better that meet the following:

- A. Complete the CSU GE requirements (a minimum of 30 of the total 39 units required completed with a C or better grade to include Areas A1, A2, A3 and B4)
or
- B. Complete the CSU version of the Intersegmental General Education Transfer Curriculum (IGETC)—a minimum of 37 units with a C or better grade in each course.

and

- C. Eighteen units from one of the following areas of emphasis:
 - a. Arts & Humanities (18 units of coursework from CSU GE Area C, Arts, Literature, Philosophy & Languages)
 - b. Social and Behavioral Sciences (18 units of coursework from CSU GE Area D, Social Political & Economic Institutions)
 - c. Letters & Science (9 units of coursework from CSU Area B, Natural Science & Mathematics, and 9 units from CSU Area C2, Humanities, and/or Area D3, Social Institutions)
 - d. Organizational Structures (6 units of coursework from CSU Area B4, Quantitative Reasoning, and 12 units of coursework from CSU Area D3, Social Institutions)
 - e. Social and Personal development (9 units of coursework from CSU GE areas D1, D2a, D3, Social, Political & Economic Institutions, and 9 units of coursework from E1 and/or E2, Lifelong Understanding & Self-Development)
- D. Remaining units should be chosen in consultation with a counselor to fulfill Associate Degree competency and specific area requirements and lower-division preparation and/or electives.

Option 3: University of California Pattern (replaces option 2 in former University Studies major)

To meet the requirements for this pattern, students must complete a minimum of 60 units transferable to the University of California with at least a 2.4 UC transferable grade point average (in order to meet UC minimum eligibility requirements) to include either A or B below with a minimum C or better grade in each course.

- A. Complete the UC version of Intersegmental General Education Transfer Curriculum (IGETC)—a minimum of 34 units **or**
- B. Complete campus specific UC transfer admission requirements (in consultation with a counselor)

and

- C. Complete 18 units in one of the following areas of emphasis
 - a. Arts & Humanities (18 units of coursework from IGETC Area 3, Arts and Humanities)
 - b. Letters and Science (6 units of coursework from IGETC Area 3, Arts and Humanities, 6 units of coursework from IGETC Area 4, Social and Behavioral Sciences, and 6 units of coursework from IGETC Area 5, Physical and Biological Sciences)
 - c. Organizational Structures (6 units of coursework from IGETC Area 2, mathematical concepts and quantitative reasoning , and 12 units of coursework from IGETC Area 4, Social and Behavioral Sciences)
 - d. Social and Behavioral Sciences (18 units of coursework from IGETC Area 4, Social and Behavioral Sciences)
- D. Remaining units should be chosen in consultation with a counselor to fulfill Associate Degree competency and specific area requirements and lower-division preparation and/or electives.

Option 4: Independent University Pattern (replaces option 3 in former University Studies major)

To meet the requirements for this pattern, students must complete a minimum of 60 units including the following:

- A. Complete the AA/AS competency, specific area and GE **and**
- B. Complete a minimum of 21 units applicable to the GE pattern of intended transfer institution **and**
- C. 18 units in one of the following areas of emphasis

Any of the areas of emphasis listed in the other options. Care must be taken to check that the courses selected are accepted by the intended transfer institution. Courses are to be selected in consultation with a counselor.

Descriptions of Areas of Emphasis

Arts & Humanities (options 2, 3 and 4):

This area of emphasis integrates the study of cultural, literary, humanistic activities and artistic expression of human beings. Students will analyze and evaluate the ways in which people through the ages in different cultures have responded to themselves and the world around them in cultural and artistic creation.

Humanities and Communication (options 1 and 4):

This area of emphasis develops the student's ability to reason and communicate in multiple dimensions and applies that ability to the analysis and evaluation of cultural, literary and artistic activities of human beings.

Letters and Science (options 2, 3 and 4)

This area of emphasis integrates the study of the world around us by developing analytical skills needed to understand the physical world and the human beings who occupy it, including the artifacts they produce.

Organizational Structures (options 1, 2, 3 and 4)

This area of emphasis explores social organizations, such as businesses and governments, in terms of their structures, decision making processes and interactions.

Social and Behavioral Sciences (options 2, 3 and 4)

This area of emphasis studies the systems and institutions human beings in various cultures develop to organize their lives in both individual and group settings.

Social and Natural Sciences (options 1 and 4):

This area of emphasis integrates the study and application of scientific methodology from two perspectives, that of the social sciences which consider the human world in several aspects, and that of the natural sciences which consider the world in its physical and biological aspects.

Social and Personal Development (options 1, 2 and 4):

This area of emphasis integrates the study of human beings in both social group contexts and as individuals. It develops cognitive and affective skills that are central to problem solving, conflict resolution, the integration of self and society, and competence in carrying out civic responsibilities.

5/7/2008

BOARD REPORT NO. 08-5-1B

Cañada College's materials will be made available at the time of the Board meeting.

BOARD REPORT NO. 08-5-2B

RESOLUTION NO. 08-7

**BY THE GOVERNING BOARD OF
THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA**

**RESOLUTION IN SUPPORT OF SAN MATEO COUNTY BALLOT MEASURE O,
*PARKS FOR THE FUTURE***

WHEREAS, *Parks for the Future* is an effort to secure dedicated tax-based revenues to support the parks and recreation related activities of San Mateo County, the cities located within the County, the Ladera and Highlands recreation district, and Mid-peninsula Regional Open Space District through a ballot measure to increase sales tax by 1/8th cent; and

WHEREAS, parks provide unlimited opportunities for educational experiences which benefit students residing in the County; and

WHEREAS, the *Parks for the Future* team has worked diligently to achieve consensus among the 20 cities, special district, and San Mateo County on a distribution system that is fair and equitable; and

WHEREAS, the sales tax revenue will provide a stable source of funding to maintain parks in a clean and safe condition, to complete deferred maintenance and capital improvement projects, and to acquire new lands for parks; and

WHEREAS, the San Mateo County Community College District supports the concept of *Parks for the Future*;

NOW, THEREFORE, BE IT RESOLVED that the San Mateo County Community College District supports San Mateo County Ballot Measure O, *Parks for the Future*.

REGULARLY PASSED AND ADOPTED this 14th day of May, 2008.

Ayes:

Noes:

Abstentions:

Attest: _____
Karen Schwarz, Vice President-Clerk

BOARD REPORT NO. 08-5-100B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Barbara Christensen, Director of Community/Government Relations
574-6560

CONSIDERATION OF SERVICE AWARD FOR 2007-2008 STUDENT TRUSTEE

Currently, the Student Trustee earns a maximum of \$268 per month for serving as Trustee and is eligible, at the Board's discretion, for an additional \$3,112 service award if s/he has fulfilled the duties of the position for a 12-month period. This amount is calculated at the rate of \$255 to \$268 per month (the rate changed due to a Board approved compensation increase in January 2008) for the period June 2007 through May 2008. Payment for service of fewer than 12 months may be made at the discretion of the Board.

Student Trustee Richael Young has served as Student Trustee for the past 12 months and has fulfilled all requirements of the office as specified in the Education Code and District Rules and Regulations.

RECOMMENDATION

It is recommended that the Board authorize payment of a \$3,112 service award to Student Trustee Richael Young, in accordance with District Rules and Regulations Section 1.05.

BOARD REPORT NO. 08-5-101B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: José D. Nuñez, Vice Chancellor, Facilities Planning, Maintenance & Operations,
650-358-6836

**APPROVAL TO EXTEND ELECTRICITY AGREEMENT WITH
CONSTELLATION NEWENERGY, INC.**

On September 25, 2002 (Board Report No. 02-9-104B), the Board approved ratification of an electricity service agreement with AES/NewEnergy, Inc. (now known as Constellation NewEnergy, Inc.) for the period September 1, 2002 through June 30, 2003. The Board subsequently approved renewals of that agreement on June 25, 2003 (Board Report No. 03-6-12CA), December 15, 2004 (Board Report No. 04-12-2CA), May 18, 2005 (Board Report No. 05-05-3CA), December 14, 2005 (Board Report No. 05-12-5CA), March 22, 2006 (Board Report No. 06-3-4CA), January 10, 2007 (Board Report No. 07-1-3CA), and most recently on September 26, 2007 (Board Report No. 07-9-104B) for the period January 1, 2008 through June 30, 2008.

The Community College League, together with the League's Energy Consultant and with Constellation NewEnergy (CNE), has worked closely with participating Districts to ascertain if remaining on direct access electrical service is in their best interests. For the past several years, electricity prices have been trending high due to international demand, high crude oil and natural gas prices, a strong economy in the United States, and recent natural disasters. Utility generation rates are expected to continue to increase significantly over the next several years, so maintaining direct access service offers budget certainty. By procuring direct access electricity, the District preserves its ability to purchase electricity in the future using this method, thus retaining the best opportunity to achieve favorable market rates for the commodity, as well as lock in costs for budgeting purposes. Furthermore, returning to bundled service requires a three-year commitment to that procurement method, exposing the District to potential new exit fees should we want to return to direct access. For these reasons, together with the proven benefits of being on direct access for the past seven years, procuring direct access electricity from an Energy Service Provider (ESP) is in the District's best interest.

The contract will include service on a full-requirement, fixed-price basis. The exact price per kWh is not known at this time; however, the current indicative price is at \$0.10 per kWh. An indicative price is the only price available at this time because wholesalers will hold fixed prices open only for a few minutes. California Independent System Operator (ISO) charges, all applicable taxes, and any new California Public Utilities Commission or Department of Water and Power charges are passed through to the District. Energy distribution charges will continue to be billed directly by PG&E. The term of the agreement will be set based on energy market conditions deemed to be most favorable to the District.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Executive Vice Chancellor to enter into agreement(s) with Constellation NewEnergy, Inc. for provision of direct access electric energy service, as detailed above, during the 2008-2009 fiscal year.

BOARD REPORT NO. 08-5-102B

TO: Members of the Board of Trustees
 FROM: Ron Galatolo, Chancellor-Superintendent
 PREPARED BY: Rick Bennett, Executive Director Construction Planning, 358-6752

APPROVAL OF CONSTRUCTION CONSULTANTS

During the course of each year, the District retains various construction-consulting services, including engineers, architects and other specialists. The professional services required by the District in its Capital Improvement Program are temporary or specialized in nature and District employees do not provide such expertise. Services provided include architectural, engineering, master scheduling, project management, program information and project controls, building commissioning, construction testing and inspection, environmental, documentation for construction planning, as required by the State Chancellor’s office, and construction-related legal services.

Listed below are eight prequalified consultants and independent contractors that the District expects to have under contract within the next six months in support of CIP2 planning and construction efforts.

Firm	Board Approval Requested	Activity/Projects
Cornerstone Earth Group, Inc.	\$60,000	Geotechnical Services for various Districtwide Projects
CSW/Stuber-Stroeh Engineering Group, Inc (CSW/ST2)	\$250,000	Design and Engineering Services for Districtwide Projects
Michael Lopez Designs, Inc.	\$50,000	Bookstore Design Services for Design-Build project at College of San Mateo.
NetVersant	\$100,000	District-wide Access Controls, Monitoring, and Consulting Services
Dovetail Decisions Consultants, Inc.	\$250,000	Furniture, Fixtures, & Equipment Consulting Services for CIP2 Projects
Jeffrey Trust	\$100,000	Technical Computer Aided Design (CAD) Support for CIP2 Districtwide
Danny Tanaka	\$75,000	Project Management Services for Building 2/4, Building 14/16, & Building 9 College of San Mateo
Dan Sarouhan	\$150,000	Project Management Services for Districtwide Projects

Funding sources for construction consultant services include general obligation bond funds, State scheduled maintenance funds, State hazardous materials program funds, State funds approved for capital outlay projects, and a small portion of District funds.

RECOMMENDATION

The District recommends that the Board of Trustees approve these construction consultant services, as detailed above, in an amount not to exceed \$1,035,000.00.

BOARD REPORT NO. 08-5-103B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Rick Bennett and Linda da Silva, Executive Directors, Construction Planning
358-6752 and 358-6726

**APPROVAL OF CONTRACT AWARD FOR CAÑADA COLLEGE GATEWAYS,
CIRCULATION AND PARKING DESIGN-BUILD PROJECT**

The intent of the Cañada College Gateway project is to enhance the campus' exterior environment and give it a park-like quality with a strikingly beautiful and impressive appearance while requiring minimal maintenance. The scope will include landmark entries at Farm Hill Boulevard and Cañada Road., redesigned arrival area, vehicular and pedestrian circulation improvements, parking lot improvements, accessibility improvements, landscaping in previously untouched areas, exterior lighting improvements, road barriers to deter off-road vehicular activity and wayfinding signage.

In January 2007 (Board Report No. 07-1-102B), the Board authorized execution of a contract with David Gates & Associates to prepare construction drawings for the Cañada College Gateways, Circulation and Parking Project. The construction drawings were completed and approved by the Division of the State Architect on February 5, 2008. On February 27, 2008 (Board Report No. 08-2-105B), the Board passed Resolution 08-2 authorizing the use of the Design-Build delivery method for this project. The District's intent in using Design-Build method was to engage a Design-Build Entity (DBE) who would use innovative scheduling and project management to reduce the overall project cost with the least disruption to the College.

In response to the District's Request for Supplemental Qualifications to prequalify Design-Builders, the District received Supplemental Qualifications from six contractors that were already on the District's general pre-qualification list. Staff reviewed these firms' financial strength, safety record, litigation history, team experience and dynamics, experience with projects of this type, proposed approach for the project, and understanding of the College's vision for the campus. Based on staff's evaluation, all six firms that submitted supplemental qualifications were deemed eligible to propose for this project. These firms were:

1. Robert A. Bothman, Inc. (San Jose, CA)
2. Big-D Pacific Builders (Pleasanton, CA)
3. John Plane Construction (Brisbane, CA)
4. Park West (Dublin, CA)
5. Schembri Construction (San Francisco, CA)
6. Valley Crest Landscape Development (Pleasanton, CA)

On April 15, 2008, the District received proposals from five out of the six DBE's named above. Park West elected not to submit a proposal, because the scope of the work was not aligned with their current business strategy and they wanted to pursue other business opportunities in lieu of this one. The following

report summarizes the evaluation of the proposals and recommends that the Board authorize the Executive Vice Chancellor to execute a Design-Build Contract with Robert A. Bothman, Inc.

PROPOSAL EVALUATION

District staff and Swinerton Management & Consulting reviewed the five proposals to determine if they meet the requirements set forth in the Request for Proposal (RFP). A panel consisting of Construction Planning, Facilities staff and the College President reviewed and evaluated the Proposals using the following criteria:

1. **Price.** The District was looking for the DBE that could deliver the “best value” as opposed to which has the “lowest bid.” The DBE whose proposal price was determined by the District to provide the best value in relation to the DBE’s proposed scope of work and project management plan received a maximum number of forty (40) points. The remaining proposals were ranked successively and were awarded successively lower scores for this evaluation factor.
2. **Project Management Plan.** The District awarded up to twenty (20) points to Proposals that evidenced superiority in the DBE’s proposed schedule, logistics plan, quality assurance/quality control plan, minimizing disruption to campus operations, working around the constraints for the academic calendar, Owner/Designer/Contractor interaction strategies, and other aspects of project management. The Proposals were successively ranked. The DBE whose Proposal was ranked First was awarded the maximum score of twenty (20) points. The remaining Proposals received lesser scores.
3. **Technical Expertise.** The DBE whose project team was determined by District to be the most qualified, demonstrated the best knowledge, skill, ability, and experience of key personnel, when compared with the other DBE’s received the maximum score of ten (10) points. DBE’s judged to have lesser technical expertise were assigned a score of less than ten (10) points, in descending order of their perceived Technical Expertise as judged by the District’s panel.
4. **Life Cycle Costs Over Twenty-five (25) Years.** The District was interested in constructing improvements whose sustainable design results in a low life cycle cost as calculated over a twenty-five (25) year period. To establish a base line for this project, District staff prepared a life cycle cost analysis that calculated the initial cost of the project, operating costs, and replacement costs over twenty-five (25) years. The DBE’s were then asked to indicate if their proposed work would change the base line. If the DBE’s proposed any work that impacted the base line life cycle cost, they were asked to document the discrepancy. Proposals were ranked based on whether or not they impacted the base line life cycle cost of the project and, if so, by how much. A maximum score of ten (10) points was awarded for this evaluation factor.
5. **Skilled Labor Force Availability.** Each Design-Build Entity that satisfied the requirements for “skilled labor force availability” as defined in California Education Code Section 81703(c)(2)(F) received a maximum of ten (10) points. Each Design-Build Entity was asked to evidence in its Proposal a commitment to furthering the following goals of the District’s governing Board of Trustees: 1) maximizing opportunities for local, small and emerging businesses to compete fairly for work associated with this Project; 2) maximizing opportunities for local workers to be employed on the Project; and 3) maximizing support of the District’s Skilled Trades Preparation Program. The Proposals were successively ranked. The DBE whose Proposal was ranked First was awarded the maximum score of ten (10) points. The remaining Proposals received lesser scores.

6. **Acceptable Safety Record.** Each Design-Build Entity whose “safety record” was determined to be “acceptable” as provided by California Education Code Section 81703(c)(2)(G) received a maximum of ten (10) points. An additional maximum of five (5) points was awarded to DBE’s which submitted a superior Project Safety Plan, evidenced an exceptionally comprehensive Injury & Illness Prevention Plan, and had a low Experience Modification Factor rating. The Design-Build Entity whose Proposal was ranked First was awarded the maximum score of ten (10) points. The remaining Proposals received lesser scores.

PROPOSAL SCORE

Below is a table that summarizes the reviewers’ assessment and scoring of the five proposals:

	Evaluation Factor	Maximum Possible Score	Robert A. Bothman, Inc.	Big-D Pacific Builders	John Plane Construction	Schembri Construction	Valley Crest
1.	Price	40	39	35	33	37	37
2.	Project Management Plan	20	18	14	11	18	10
3.	Technical Expertise	10	8	8	6	8	7
4.	Acceptable Safety Record	10	9	4	6	9	7
5.	Skilled Labor Force Availability	10	8	9	6	9	4
6.	Life Cycle Costs over 25 years	10	10	10	10	10	10
	TOTALS	100	92	80	72	91	75

Based on the resulting scores from the proposals, the District interviewed the top rated Design-Build Entities, Robert A. Bothman, Inc. and Schembri Construction. Each firm submitted excellent proposals with improved scheduling, and cost proposals that were less than the Engineer’s estimate.

In late April and early May, the District panel met two times with each DBE, who were allowed the opportunity to present their best and final proposals. Staff has performed due diligence on these best and final proposals with a focus on proposal price, project schedule and management plan, and company history. The results of this assessment are as follows:

1. The price proposed by Robert A. Bothman (\$7,639,735) was lower than Schembri Construction’s (\$8,391,974).
2. Schembri Construction’s schedule was very aggressive with proposed project completion of November 2008. Staff was concerned that this schedule was too aggressive and would cause more campus disruption than desired. Robert A. Bothman’s schedule was deemed more reasonable with a proposed project completion of February 2009.
3. Bothman has been in business for thirty-five years and has demonstrated a history of successful projects with the District. Although Schembri Construction has excellent references, the firm was just recently incorporated in 2007 and has a resume of only two successfully completed projects, casting concern within the panel.

Based on this evaluation, the panel determined that Robert A. Bothman’s proposal provides the best value

to the District. In summary, the District's goal of using the Design-Build delivery method to complete this project in a cost-effective, competitive manner, soliciting innovative schedules and project management plans, while maintaining high quality construction with the least disruption to the College has been achieved.

FUNDING

This project will be funded by Measure A general obligation bonds.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Executive Vice Chancellor to execute a contract with Robert A. Bothman, Inc. for the Cañada College Gateways, Circulation and Parking Design-Build Project in an amount not to exceed \$7,639,735.

BOARD REPORT NO. 08-5-104B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Frank Vaskelis, Chief Technology Officer, 358-6720

**AUTHORITY TO EXECUTE AN AGREEMENT WITH SIEMENS COMMUNICATIONS,
INCORPORATED TO UPGRADE TELEPHONE SYSTEM**

The District acquired and installed a new voice-over-IP (VoIP) telephone system from Siemens Communications in 2005. There are more than 2,000 telephones supported throughout the District. Some of the features of the telephone system include:

- Unified messaging integrated with Microsoft Exchange 2003 (voice mail, email and fax messages delivered to an individual's inbox)
- Web interface to listen, reply, forward and send voice, fax or text messages from any PC on the network
- Enhanced 911 emergency response services with local alerts in the security offices at each College which provides accurate location information for the source of the call from a District telephone which enables police and fire departments to more effectively respond to emergencies and know the campus, building, floor and room information
- Very high level of redundancy and a failover design to minimize downtime
- Reduced support requirements for network infrastructure and lower cabling costs especially for new construction

There are two major components to the telephone system. The HiPath 4000 provides services to support voice communications and Xpressions is the server that handles messaging. The current operating system level for the HiPath 4000 is version 2 and must be upgraded to version 4. The Xpressions server is currently running version 4 and needs to be upgraded to version 5. In addition, several hardware components in the HiPath 4000 must also be upgraded to support the new version of the operating system. There are numerous product improvements included in these new releases such as:

- Improved network security capabilities
- Support for newer technology telephones which will cost less and provide increased functionality
- Parallel ringing to more than one telephone including an individual's cell phone
- Improvements for disaster recovery
- Support for integration with Microsoft Exchange 2007

State purchasing practices require the use of competitive means whenever practicable. However, in this case Siemens Communications is the sole source provider for these upgrades. The architecture and design of both the HiPath 4000 and Xpressions are proprietary to Siemens and there are no other vendors or suppliers capable of providing the hardware and software upgrades that the District needs to purchase.

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The funding source for these upgrades will be from the remaining balance of Measure C funds which were set aside for the original purchase of the telephone system.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Chancellor-Superintendent to execute an agreement with Siemens Communications, Incorporated to upgrade the telephone system in an amount not to exceed \$85,500 plus applicable taxes.

PRESENTATION OF AWARD TO RICHAEAL YOUNG, OUTGOING STUDENT TRUSTEE

There is no printed report for this agenda item.