

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
SPECIAL MEETING OF THE BOARD OF TRUSTEES
Friday, May 3, 2013, 3:30 p.m.
District Office Board Room
3401 CSM Drive, San Mateo, CA

AGENDA

3:30 p.m. Call to Order/Roll Call

Pledge of Allegiance

NEW BUSINESS

13-5-100B [Discuss and Adopt a Proposed Process for Filling a Board of Trustees Vacancy](#)

13-5-101B Discussion and Approval of Potential Future Meeting Dates:

- May 9 – Special Meeting
- May 15 – Regular Board Meeting
- June 5 – Special Meeting
- June 12 – Regular Board Study Session

NOTE: At Special Meetings, the public may address the Board on any item described on the agenda before or during consideration of that item. Statements from the public on non-agenda items are not heard at special meetings.

ADJOURNMENT

San Mateo County Community College District
Proposed Process for Appointing Vacant Governing Board Position, 2013

Friday May 3

- Board meets to discuss/decide appointment process
- Board members agree not to meet with potential candidates

Thursday May 9

- Additional Board meeting (if needed) to discuss/decide appointment process

Friday May 10

- News release and an all-employees email sent announcing appointment process; process, timeline and application are posted on website. Send news release to all elected officials and public CEOs in the County.
- Candidates must be eligible to serve (registered voter, resident of District)

May 10-24

- Applications accepted; must be received by 3 p.m. on May 24.
- Interested candidates must turn in application by 3 pm on May 24 via email to Christensen@smccd.edu or in person to District receptionist.
- All applications are public documents.

May 25-June 4

- Board reviews applications.

June 5

- Board meeting to interview candidates. If there are more than 10 candidates, Board may decide to hold a second meeting on June 12 (regular meeting date) to complete interviews.
- Each candidate will be asked to address the Board for up to three minutes about his/her candidacy. Board members can ask clarifying questions about the presentation and/or the curriculum vitae.
- After each candidate speaks, the Board president will ask one randomly drawn question.* The candidate will have two minutes to respond.

June 12

- Additional Board meeting to interview candidates (if needed) and/or
- Board publicly discusses candidates and votes to select

If consensus on a candidate cannot be reached, the Board would still have two weeks in June (up until June 29) to continue discussions/action.

*Board members are asked to each submit 3 questions to Trustee Schwarz for this part of the interview.

APPLICATION FORM

APPOINTMENT TO THE GOVERNING BOARD SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

APPLICATION DUE BY 3 p.m. ON MAY 24, 2013. It may be submitted in person at the District Office (3401 CSM Drive, San Mateo) or by email to christensen@smccd.edu. Please note that this appointment will be effective until November 5, 2013 when an election will be held. Appointed candidates may run for election at that time. Please note that all applications are public documents.

NAME:

ADDRESS:

E-MAIL:

PHONE:

OFFICES HELD: Please list any public offices you have held or have sought election/appointment to: _____

Please signify, by signing below, that you are a registered voter in the State of California and a resident of San Mateo County.

Signature and date

Please answer the following three questions in no more than 100 words each. You are also welcome to submit a resume/CV separately if you wish.

1. Board members can select these questions from the attached or propose other questions
- 2.
- 3.

All candidates who complete this form and submit it prior to the deadline will be asked to appear in person at a College Board meeting at on the evening of **Wednesday June 5, 2013** at the District Office Board Room, where interviews will be scheduled. Please also keep open **Wednesday evening, June 12** for an additional meeting if necessary.

At this meeting, you will be asked to address the Board for no more than three minutes about your candidacy. You may include any information you like, including your philosophy, vision, assessment and suggested strategies for addressing the important issues facing the San Mateo County Community College District, as well as your background, qualifications, and approach as a college board member. The above are merely examples of what you might present to the Board. Please feel free to speak to the Board about whatever you feel is most relevant.

In addition, immediately following your statement, each candidate will be asked one question randomly selected from a group of questions prepared by the Board. You will have up to two minutes to answer this question.

The intention is for the Board to make the appointment as soon as possible after all candidates have been interviewed.

Potential candidates' questions:

1. Why are you interested in serving on the San Mateo County Community College Board, and what qualities/expertise/attributes will you bring to the Board?
2. What is your understanding and belief about the role of a board member?
3. What is your style for problem-solving complicated and potentially controversial issues?
4. Over the past 4-5 years the District budget has been cut by 25-30% (specific programs and areas where spending was cut and the Board's prioritization of these cuts are part of the public record). If, in the next 4-5 years the District budget was to grow by 25-30%, how would you prioritize how these additional funds should be spent (including any specific areas or programs you would increase spending on)?
5. Should binding arbitration be part of a collective bargaining agreement with District labor units? Please explain your position of why it should or should not be.
6. One of the Board's roles is to determine if and when the District should place capital bond or parcel tax measures before the public for a vote, and if there is a ballot measure, to lead the campaign to ensure passage. What are your thoughts on how to determine when to go before voters to seek additional funding, and how to create a successful campaign for passage?