

**Minutes of the Study Session of the Board of Trustees  
San Mateo County Community College District  
March 6, 2024 – San Mateo, CA**

**This was conducted remotely via Zoom. A video recording of the meeting can be accessed at: <https://smccd.edu/boardoftrustees/meetings.php>.**

**The meeting was called to order at 5:04 p.m.**

**Board Members**

**Present:** President John Pimentel, Trustee Lisa Petrides, Trustee Richard Holober, and Trustee Wayne Lee

**Board Members**

**Absent:** Vice President Michael Guingona (was not present at time of Roll Call; he arrived at 5:06 p.m.)

**ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION**

President Pimentel stated that during Closed Session, the Board will take up items as listed on the printed agenda including: (1) Conference with Legal Counsel - Anticipated Litigation: Significant Exposure to Litigation Pursuant to Subdivisions (d)(2), (4) and (h) of Section 54956.9 - Number of Potential Cases: 2

**PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY**

None.

**RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 5:05 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 6:01 p.m.

**Board Members**

**Present:** President John Pimentel, Vice President Michael Guingona, Trustee Lisa Petrides, Trustee Richard Holober, Trustee, Trustee Wayne Lee, and Student Trustee Arthur Veloso

**Others Present:**

Interim Chancellor Melissa Moreno, Acting Skyline College President Newin Orante, Acting College of San Mateo President Richard Storti, Cañada College President Kim Lopez, and District Academic Senate President Lindsey Ayotte (arrived at 6:08 p.m.)

**DISCUSSION OF THE ORDER OF THE AGENDA**

***(Time Stamp: 1:01:18)***

Interim Chancellor Moreno advised that staff requests to move Item 9.1 up on the agenda, after Personnel Items, as there is a guest presenter.

## **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

*[\(Time Stamp: 1:01:50\)](#)*

The following individual commented:

- Tamara Perkins – commented regarding the need for Dental and Vision Coverage for Adjunct Faculty.

## **NEW BUSINESS**

### **Approval of Personnel Items (7.1)**

*[\(Time Stamp: 1:06:15\)](#)*

*Motion to Approve by:* Trustee Lee

*Second by:* Trustee Holober

*Action:* Approved unanimously, all Trustees voting aye.

*Summary of Discussion:* None.

*Public Comment:* None.

## **OTHER RECOMMENDATIONS**

### **Permanent Chancellor Search Update and Timeline (8.1)**

*[\(Time Stamp: 1:42:24\)](#)*

#### **#1 Update:**

- *Motion to Approve by:* Vice President Guingona
- *Second by:* Trustee Holober
- *Action:* Approved unanimously, all Trustees voting aye.
- *Summary of Discussion:* Chief Human Resources Officer Julie Johnson presented on this item.
- *Public Comment:* None.

#### **#2 Timeline:**

- *Motion to Approve by:* Vice President Guingona
- *Second by:* Trustee Holober
- *Action:* Approved unanimously, all Trustees voting aye.
- *Summary of Discussion:* Chief Human Resources Officer Julie Johnson presented on this item.
- *Public Comment:* None.

## **STUDY SESSION**

### **Form 700 (9.1)**

*[\(Time Stamp: 1:06:49\)](#)*

*Summary of Discussion:* San Mateo County County Counselor John Nibbelin was in attendance to present and review this item with the Board.

Mr. Nibbelin clarified and answered questions the Board had regarding the proper completion of Form 700.

**Public Comment:** None.

### **Second Read of Revisions to Chapter 3 of Board Policy (9.2)**

**(Time Stamp: 1:49:40)**

**Summary of Discussion:** Cindi Reiss was in attendance to present and review the second read of revisions to Chapter 3 board policies with the Board. She explained the comments and edits that were suggested by the Board.

**Public Comment:** None.

### **First Read of Chapter 4 Board Policy Updates (9.3)**

**(Time Stamp: 2:05:48)**

**Summary of Discussion:** Cindi Reiss was in attendance to present and review the first read of Chapter 4 Board Policies.

**Public Comment:** None.

### **Discussion of Mission Statement and Values Statement (9.4)**

**(Time Stamp: 2:07:34)**

**Summary of Discussion:** Cindi Reiss was in attendance to present and review the Mission Statement and Values Statement comments and suggestions from the Board.

The Board would like to table the Mission Statement until the next meeting. Mrs. Reiss will poll the Board to choose five (5) values from the list in order to create a new Value Statement and come to consensus.

**Public Comment:** None.

### **Review of Administrative Procedures Connected to Chapters 1 and 2 of Board Policies and Notice of Public Posting of Newly Adopted Board Policies and Administrative Procedures (9.5)**

**(Time Stamp: 2:39:40)**

**Summary of Discussion:** Interim Chancellor Moreno presented briefly advised the status of the review, edits, and public posting of the Administrative Procedures for Chapters 1 and 2. Chapter 1 does not have Administrative Procedures.

The Board understands that they are not required or requested to write the Administrative Procedures, as that is the responsibility of the district administration. However, when the APs are complete, they will be brought to the Board for review.

**Public Comment:** None.

### **Review Board Calendar (9.6)**

**(Time Stamp: 2:45:20)**

**Summary of Discussion:** Interim Chancellor Moreno presented this item and reviewed the current meeting calendar. She suggested that the July 24<sup>th</sup> Regular Meeting be removed, as there are several meetings in the Summer that are back-to-back.

The Board would rather not remove the July meeting, but instead remove the August 10<sup>th</sup> Board Retreat. No action was able to be taken, but direction was provided to district administration. An updated meeting calendar, which will include additional cultural/heritage months and holiday acknowledgements, will be on futureboard meeting agendas for adoption.

**Public Comment:** None.

### **Equal Employment Opportunity 2023 - 2026 Draft Plan (9.7)**

**(Time Stamp: 2:57:34)**

**Summary of Discussion:** Chief Human Resources Officer Julie Johnson presented this item and provided a brief overview of the draft plan. There have been updates to the statewide plan, and this plan must be done due to state mandate.

The Board would like to set more aggressive goals and try to be as comparable with other districts plans. The draft plan will be reviewed to add suggestions, and hopefully be adopted at the next meeting.

**Public Comment:** None.

### **STATEMENTS FROM BOARD MEMBERS**

- **Student Trustee Veloso** reminded everyone about the LBGTQIA Conference at Skyline College.
- **President Pimentel** had a statement, but asked for Kim Lopez to make the statement as it is regarding Cañada College.

### **ADJOURNMENT**

Meeting adjourned at 8:34 p.m.

Submitted by

Melissa Moreno, J.D., Secretary and Interim  
Chancellor