

Minutes
January 25, 2006
San Mateo, California

The meeting was called to order at 6:05 p.m.

Board members present: President Mandelkern, Vice-President Clerk Hausman, Trustees Holober, Miljanich, and Schwarz; and Student Trustee Burns

Others present: Chancellor Galatolo, Executive Vice Chancellor Keller, Vice Chancellor Joel, Skyline President Morrow, Cañada Interim President Mohr, CSM President Kelly, and District Academic Senate President Kapp

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

President Mandelkern asked to Board to approve hearing and acting on Board Item No. 06-1-104B (Receipt and acceptance of 2004-05 District and KCSM audit report) at this time to accommodate the schedule of the auditor, Terri Montgomery. The Board approved the request.

RECEIPT AND ACCEPTANCE OF THE 2004-05 DISTRICT AND KCSM AUDIT REPORTS (06-1-104B)

Ms. Montgomery reported that, according to the opinion of the auditors, the District's financial statements present fairly. She highlighted a number of pages of the report that reflect consolidated funds, net assets and revenues/expenses. There were no adjustments required to reconcile the annual financial and budget report to the audited financial statements. Among the findings, there were several cases of noncompliance. For example, the District did not identify those students exceeding three course repeats. As a result, no deductions to apportionment were made, resulting in the District being overpaid by the State. The District is investigating this finding. The auditors made a number of recommendations to remedy noncompliance, such as maintenance of a system to track and evaluate FTEs generated from repeatable courses, adherence to all Board-adopted policies and parameters in the registration processes, and adoption of a written policy statement on the allowable limits of remedial coursework, including a monitoring mechanism that will allow testing of compliance with State requirements. Regarding KCSM, Ms. Montgomery reported that both TV and FM present fairly.

Following the presentation, it was moved by Trustee Schwarz and seconded by Trustee Hausman to receive and accept the 2004-05 audit report for the District, which was filed by Vavrinek, Trine, Day & Company with the State Department of Education, the State Controller, and the State Chancellor's Office prior to the January 14, 2006 due date; and to receive and accept the 2004-05 audit reports for KCSM-TV and KCSM-FM, which were filed with the Corporation for Public Broadcasting prior to the January 31, 2006 due date. The motion carried, all members voting "Aye."

MINUTES

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the minutes of the Regular Meeting of December 14, 2005.

Trustee Schwarz asked that the minutes be amended to reflect that, under "Statements from Board Members", she attended the recent CCLC conference/dinner at which Claire Mack was honored. With that change, the motion carried, all members voting "Aye."

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

None

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo reported that, at a recent ceremony, former CSM baseball coach John Noce was honored with the relocation of a plaque citing his coaching accomplishments. Originally, the plaque had been part of a grouping that included a water fountain but, once the potability of the water was questioned, the water supply was cut off and the plaque

was no longer prominent. The Chancellor said that, through the efforts of CSM President Kelly, the plaque was positioned so that it once again draws attention to the reputation and record of Coach Noce.

Adding to the written report, CSM President Kelly stated that she would like to share plans for the Coastside with the Board, perhaps at a Study Session/retreat. Chancellor Galatolo said that this topic would be on an upcoming agenda.

Executive Vice Chancellor Keller reported the January 10 Governor's Budget reflects 3% growth, continued equalization, a greater share of Prop. 98 funds, and no student fee increases.

District Academic Senate President Kapp introduced Carla Campillo, academic senate president at Skyline. He reported that faculty are busy with accreditation activities. He extended his appreciation to Chancellor Galatolo and Executive Director Nuñez for the opportunity to participate in processes related to facilities planning and strategic operations.

Copies of the Executive Statements/Reports were available for distribution at the meeting and are attached to the official minutes of record.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (06-1-2A)

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the actions in Board Report No. 06-1-2A. The motion carried, all members voting "Aye."

HEARING OF THE PUBLIC OF AFSCME'S INITIAL REOPENER PROPOSAL TO THE DISTRICT FOR 2005-07, RECEIVED NOVEMBER 30, 2005 (06-1-3A)

At 6:36 p.m., President Mandelkern declared the public hearing open and called for comments/questions from the audience. Hearing none, President Mandelkern declared the public hearing closed at 6:37 p.m.

ADOPTION OF DISTRICT'S INITIAL RESPONSE TO AFT PROPOSAL FOR CONTRACT REOPENERS, DATED OCTOBER 12, 2005 (06-1-4A)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to adopt the District's initial proposal to AFT Local 1493 and to hold a public hearing on the proposal at the next regularly scheduled Board meeting. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA (06-1-1CA – 06-5CA)

The Consent Agenda consists of the following board reports:

- 06-1-1CA Declaration of surplus property
- 06-1-2CA Approval of 2006-07 budget and planning calendar
- 06-1-3CA Approval of Trustees' Fund for Program Improvement projects for Cañada College and College of San Mateo
- 06-1-4CA Approval of nonresident tuition fee
- 06-1-5CA Approval of construction consultants

Student Trustee Burns asked that Board Report No. 06-1-4CA (Approval of nonresident tuition fee) be set aside for separate discussion; Trustee Holober asked that Board Report No. 06-1-5CA (Approval of construction consultants) be set aside for separate discussion.

It was then moved by Trustee Hausman and seconded by Trustee Miljanich to approve the Consent Agenda as amended. The motion carried, all members voting "Aye".

APPROVAL OF NONRESIDENT TUITION FEE (06-1-4CA)

Student Trustee Burns asked what the basis is to qualify for an exemption. Executive Vice Chancellor Keller explained that military service in the State is one of the criteria; Chancellor Galatolo added that location of a student's home campus is another. Following discussion, it was moved by Trustee Schwarz and seconded by Student Trustee Burns to set the 2006-07 nonresident tuition fee at \$175 per semester unit and to levy a capital outlay recovery fee of \$7 per semester unit and that no exemptions be made for foreign students or for students enrolled in six units or less, bringing the total nonresident fee to \$182 per semester unit for 2006-07. The motion carried, all members voting "Aye."

APPROVAL OF CONSTRUCTION CONSULTANTS (06-1-5CA)

Trustee Holoher remarked that the list of projects is somewhat generic and asked what the scope of those projects may be. Swinerton Consultant Powell responded that the list provides more flexibility to look at upcoming projects and to determine what's needed and where, and to use the appropriate teams on the appropriate project even if that work is on a campus where the team has not worked before. She added that, for projects already underway, this method can serve as a peer review mechanism. She added that the selection of the consultants was a result of processes in use during the last year. In response to Trustee Holoher's interest in ensuring that diversity is maintained and even expanded, Executive Director Nuñez assured the Board that this is a priority and that it would be reflected in the roster call in May/June.

Following discussion, it was moved by Trustee Hausman and seconded by Trustee Miljanich to approve construction consultant services for 2005-06, as described in the report, in an amount not to exceed \$7,240,000. The motion carried, all members voting "Aye."

APPROVAL OF EXPANSION OF HEALTH SERVICES OFFERINGS AT CAÑADA COLLEGE (06-1-100B)

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the partnership described in the Memorandum of Understanding between Planned Parenthood Golden Gate and San Mateo County Community College District for a one-year period beginning January 26, 2006 through January 25, 2007, with four one-year renewal options. The motion carried, all members voting "Aye."

CONTRACT AWARD FOR PHYSICAL ACCESS CONTROLS PHASE ONE – DISTRICTWIDE INFRASTRUCTURE (06-1-101B)

It was moved by Trustee Hausman and seconded by Trustee Schwarz to award the contract for Physical Access Controls Phase 1, Districtwide Infrastructure, to Atlas-Pellizzari Electric Co., in an amount not to exceed \$826,500 for the base installation, and an additional amount not to exceed \$500,000 for award under unit pricing, for a total contract award of \$1,326,500. The motion carried, all members voting "Aye."

APPROVAL OF PAYMENT TO PACIFIC GAS & ELECTRIC (PG&E) FOR ELECTRICAL SERVICE SYSTEM SAFETY UPGRADES – COLLEGE OF SAN MATEO (06-1-102B)

It was moved by Trustee Holoher and seconded by Trustee Hausman to authorize the Executive Vice Chancellor to approve payment to PG&E in an amount not to exceed \$150,000, in the event that such payment is required for safety upgrade to the electrical service system to allow occupancy of new buildings at CSM. The motion carried, all members voting "Aye."

CONTRACT AWARD TO VOORHEES GROUP, LLC, FOR EDUCATIONAL PLANNING AND PROFESSIONAL SERVICES – SKYLINE COLLEGE (06-1-103B)

It was moved by Trustee Holoher and seconded by Trustee Miljanich to award a contract to Voorhees Group of Littleton, Colorado, in an amount not to exceed \$69,500 funded from the Skyline General Fund, for educational planning and professional services at Skyline College.

In discussion, Skyline President Morrow explained that this contract is a means to maximize how bond funds are used. For educational planning and professional She added that this activity will feed into the Facilities Master Plan and that, because of a short timeline and the need for substantial expertise, the use of consultant services is necessary for purposes of research and facilitation. Chancellor Galatolo said that the other District Colleges are looking into their own plans and that, when the position of Vice Chancellor of Education Services is filled, the person filling that position will undertake

these types of activities Districtwide. Presidents Mohr and Kelly stated that, as needs demand, their Colleges would consider similar consultation services.

Following discussion, the motion carried, all members voting “Aye.”

UPDATE OF FACILITIES MASTER PLAN – DISTRICTWIDE (06-1-2C)

Executive Director Nuñez presented the report, noting that, given the recent passage of Measure A and other changes that have occurred since 2001 (date of development of original Facilities Master Plan), an updated Facilities Master Plan is required in order to inform decision-making related to the next phases of planning and construction. In December 2005, District staff issued a Request for Qualifications to 12 architectural firms for master planning services. The nine firms who responded were ranked based on criteria that included: 1) demonstrated ability to lead a college community through the facilities master planning process; 2) ability to begin the master planning process with 15 days of contract award; 3) experience of personnel proposed for the project; 4) results of reference checks; 5) assessment of the process the architectural firm plans to use in developing the master plans; 6) evaluation of the firm’s proposed fee; and 7) commitment to a collaborative management style. The three highest ranked firms were further interviewed by executive staff and College Presidents and Vice Presidents. Although each of the firms was qualified to update the Facilities Master Plan, Steinberg Architects, was judged to be the best fit and would bring the most value to this initiative.

This effort is designed to follow a strict schedule and includes review of previously completed assessments and analysis, site visits, meetings with the College communities to develop goals, identify issues, develop options, identify solutions, and final approval of the Plan by the Board of Trustees. The work will begin immediately upon the Board’s approval of this firm for the master planning services, and is scheduled to be completed in June 2006, with periodic updates presented to the Board in the interim.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Burns extended his thanks to Bookstore Director Bauer and his staff for their work on Bookstore issues; he said that the efforts are definitely being noticed.

Trustee Miljanich reported that she will be in Sacramento on other business this weekend and expects to drop in at the CCLC legislative conference.

Trustee Hausman reported that the Foundation has changed officers: Penny Greenberg is the President and John Hamilton is Vice-President.

President Mandelkern reported that he attended his first meeting as a member of the Foundation Board and is privileged to be part of the organization.

Trustee Schwarz stated that she attended the recent Community School graduation and hopes to attend the upcoming “town talk” by Joe Simitian.

COMMUNICATIONS

None

The Board recessed to Closed Session at 7:40 p.m.

The Board reconvened to Open Session at 9:08 p.m.

CLOSED SESSION ACTIONS TAKEN

President Mandelkern reported that, at the Closed Session conducted earlier, the Board considered the personnel items listed on the printed agenda and unanimously approved the actions in Board Report No.1-A and 1-B. He also reported that the Board discussed collective bargaining matters with Chief Negotiator Joel; no action was taken.

ADJOURNMENT

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 9:10 p.m.

The next Regular Meeting of the Board will be February 15, 2006, beginning at 6:00 p.m. in the District Board Room. This will be the only Board Meeting in February.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the February 15, 2006 meeting.

Helen Hausman
Vice President-Clerk