

MINUTES  
March 28, 2007  
San Mateo, California

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

**Board Members Present:** President Hausman, Vice President-Clerk Holober, Trustees Mandelkern, Miljanich and Schwarz, and Student Trustee Young

**Others Present:** Chancellor Galatolo, Executive Vice Chancellor Keller, Skyline Vice President Adrian, CSM Vice President Sonner, Cañada Interim President Mohr, and Districtwide Academic Senate President Kapp

**Pledge of Allegiance**

**DISCUSSION OF THE ORDER OF THE AGENDA**

None

**MINUTES**

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the minutes of the Board Retreat of February 24, 2007. The motion carried, all members voting "Aye."

It was moved by Trustee Miljanich and seconded by Trustee Mandelkern to approve the minutes of the Regular Meeting of the Board of February 28, 2007, as amended to reflect cancellation of the March 14, 2007 Study Session. The motion carried, all members voting "Aye."

**PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS**

**LITERACY IN THE JAIL PROGRAM (07-3-1C)**

Director of Community/Government Relations Barbara Christensen introduced Jane Weidman, former faculty member in the English Department at Cañada College, former president of the District Academic Senate and co-founder of the Cañada Learning Center. She currently is the District representative to the System Advisory Board of the Peninsula Library System. She, along with Kathleen Endaya and Pat Benner from Project READ of the Redwood City Library, spoke about Project READ's program to train tutors to work as volunteers in men's and women's correctional institutions. It was noted that in California, two-thirds of incarcerated adults read below a ninth grade level and 21% read below a third grade level. The classes offered by the tutors include phonics, comprehension techniques, the writing process, simplified grammar and usage, and help in GED test preparation. The results show high gains for both tutors and learners. The program also can play a role in breaking family cycles of illiteracy. The District was thanked for its role in supporting this program. President Hausman suggested that the program be nominated for a Kent Award next year in order to bring attention to the work being done. Printed materials on literacy and Project READ were provided to the Board, and copies are attached to the official minutes of record.

**STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES**

Executive Reports were presented by Chancellor Galatolo, Skyline Vice President Adrian, CSM Vice President Sonner, Cañada President Mohr, Executive Vice Chancellor Keller, Districtwide Academic Senate President Kapp, and Cañada College Associated Students Vice President Anna Peng. Copies of the Executive Reports were available for distribution at the meeting and are attached to the official minutes of record.

Chancellor Galatolo announced that at 7:30 p.m. on April 20, College of San Mateo Professor Mohsen Janatpour will present a lecture and art exhibition titled "Evolution and Art, Evolution of Art."

Vice President Adrian, Vice President Sonner and President Mohr each highlighted portions of their written reports.

Executive Vice Chancellor Jim Keller reported on the activation of the deluge system in the Planetarium at College of San Mateo on March 22 at approximately 3:30 p.m. Facilities Manager Diane Martinez arrived within minutes, shut off the system and began the cleanup. McCarthy Construction had a restoration team there by 6:30 p.m. After inspection, it appears that the Star projector, valued at \$1.5 million, is a total loss. An investigation will proceed to determine why the deluge system activated; it is known that it was not because of fire or smoke. It will be weeks before the building can be used. It takes ten months to build a Star projector, and the District is second on the order list.

In response to Trustee Mandelkern's question regarding insurance, Executive Vice Chancellor Keller said that Travelers Insurance has been very cooperative and the District is fully covered. Subrogation will follow as the cause is determined.

Trustee Mandelkern asked if consideration will be given to relocating the projector so that it would not be destroyed if the deluge system is activated. Executive Vice Chancellor Keller said that a system other than the deluge system is being investigated. He added that the safety of people in the building is the primary concern.

Districtwide Academic Senate President Kapp said that with spring break approaching, this is a busy time for faculty and students. He said that the accreditation drafts for all three Colleges are now online.

Cañada College Associated Students Vice President Anna Peng listed recent activities on campus, including a César Chavez celebration, a National Human Rights Festival and a pre-med conference. The Young Latino Leaders have been raising money for scholarships through various activities. There will be a Spring Fling on May 11 which will include a teachers vs. students baseball game and a barbecue.

#### **STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

President Hausman introduced Penny Greenberg, San Mateo County Community Colleges Foundation Board President. President Greenberg said that the Foundation had a staff of two; one has left to take another position and the other will retire in three months. The Agreement between the District and the Foundation is scheduled for review in July and will provide a chance to restructure the Agreement. The Foundation Board is proposing a relationship with the District whereby the District would subsidize staffing of up to five employees for a period of three years. It is projected that twice as much money could be raised if more staff were available to publicize the Foundation. President Greenberg discussed the roles of staff members within three staffing scenarios. The next steps include developing reporting relationships and benchmarks for Foundation staff. The master agreement and bylaws would need to be amended. Chancellor Galatolo said that further information on Foundation staffing will be brought to the Board in April, at which time the Board may give directive to proceed. President Greenberg provided an outline of her report, and a copy is attached to the official minutes of record.

#### **NEW BUSINESS**

##### **APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (07-3-1A)**

It was moved by Trustee Mandelkern and seconded by Trustee Schwarz to approve the actions in Board Report No. 07-3-1A. The motion carried, all members voting "Aye."

##### **RETIRED CLASSIFIED STAFF – POST RETIREMENT COMPENSATION (07-3-2A)**

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to approve the change in retired classified staff post retirement compensation. The motion carried, all members voting "Aye."

#### **Other recommendations**

**ELECTION OF BOARD OF DIRECTORS, CALIFORNIA COMMUNITY COLLEGE TRUSTEES – 2007 (07-3-1B)**

It was agreed by consensus that this item would be deferred until the end of this meeting. It will be addressed before Closed Session if time allows, or postponed to the April 11 Study Session.

**APPROVAL OF SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT PROPOSED 2007 BOARD GOALS (07-3-2B)**

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to approve the 2007 Board goals. Trustee Mandelkern noted that Goals 2 and 5 both deal with distance education and online learning, and suggested it would be appropriate to combine them into a single goal. There was consensus on making this change. Trustee Mandelkern asked that the word "system" in Goal 10 be changed to "cycle" and there was consensus to do so. Vice President Holober said that Goal 19 might need clarification in terms of the types of businesses that would receive particular attention in working to increase the vendor database. After discussion regarding the general meaning of "locally owned" and the suggestion to prioritize types of businesses, it was agreed by all members that the Goal would remain as stated. After this discussion, the motion carried, all members voting "Aye."

**APPOINTMENT OF DIRECTORS FOR THE SAN MATEO COUNTY COLLEGES EDUCATIONAL HOUSING CORPORATION (07-3-100B)**

It was moved by Trustee Miljanich and seconded by Trustee Mandelkern to approve the appointment of Directors as presented. The motion carried, all members voting "Aye."

**TERMINATION OF CONTRACT WITH THE SCHOOL CHEF (07-3-101B)**

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to approve termination of the contract with The School Chef. Trustee Mandelkern asked about the reaction from The School Chef and whether there is a legally defensible case for ending the contract. Director of Auxiliary Services Tom Bauer said there have been weekly meetings of the Food Service Improvement Team with a focus on improvements in both food and service. However, there are still more complaints about The School Chef than there were about Fresh & Natural. Associate Vice Chancellor Jim Keller added that the District has followed the terms of the contract and no legal issues are anticipated. President Hausman asked who will replace The School Chef. Director Bauer replied that The School Chef will remain until the end of the current semester and it is hoped that a replacement will be ready to begin after that time. He added that vendors will be allowed to bid on the contract at just one campus rather than all three Colleges.

**APPROVAL OF BID AWARD TO HEARTLAND VIDEO SYSTEMS FOR ENCODER AND MULTIPLEXER UPGRADE (07-3-102B)**

It was moved by Trustee Miljanich and seconded by Trustee Mandelkern to approve the bid award to Heartland Video Systems. The motion carried, all members voting "Aye."

**AUTHORIZE EXECUTIVE VICE CHANCELLOR TO EXECUTE A LEASE FOR CLASSROOM SPACE IN HALF MOON BAY (07-3-103B)**

Martha Tilmann, Dean of the Technology Division at College of San Mateo, made a presentation. She discussed the demographics of the Coastside population as well as the businesses and schools in operation. The potential audiences which could benefit from classes offered by the District include high school students, migrant workers, adult learners and post high school students participating in cohort classes. Students could also come from outside the area for "Education Vacations" offering classes in areas such as creative writing, watercolor seascapes, history lecture series and marine life field trips. The facility for which the District is seeking approval is one floor of the recently renovated Shoreline Station. The space would most likely contain two classrooms, a computer lab, a multipurpose room and a reception area. The Board was in agreement that this is a positive step in providing a much needed presence on the Coastside. Trustee Mandelkern requested that it be added into the contract that the facility will be ADA compliant. Director of Community/Government Relations Barbara Christensen said that the mayor of Half Moon Bay and other officials would like to have a joint meeting with the Board at the new location at a future date. Following the report and discussion, it was

moved by Trustee Miljanich and seconded by Trustee Schwarz to authorize the Executive Vice Chancellor to execute the lease. The motion carried, all members voting "Aye."

**AUTHORIZE EXECUTIVE VICE CHANCELLOR TO EXECUTE A CONSULTING AGREEMENT WITH EDUCATION HOUSING PARTNERS REGARDING A POTENTIAL FACULTY/STAFF HOUSING DEVELOPMENT IN REDWOOD CITY (07-3-104B)**

It was moved by Vice President Holober and seconded by Trustee Schwarz to authorize the Executive Vice Chancellor to execute the consulting agreement as described in the Report. Trustee Mandelkern asked whether the contract can be executed without being put out to bid. Executive Vice Chancellor Keller said that it can be executed because it is viewed as a professional services contract. Trustee Schwarz noted that the dollar amount had increased and Director Christensen confirmed that it was originally \$75,000. After this discussion the motion carried, all members voting "Aye."

**INFORMATION REPORTS**

**TESTIMONY BEFORE THE US ADVISORY COMMITTEE ON FINANCIAL ASSISTANCE REGARDING TEXTBOOK STUDY (07-3-2C)**

Director of Auxiliary Services Tom Bauer reported that he addressed a hearing of the Congressional Advisory Committee on Student Financial Assistance on March 5. The Committee was particularly interested in the District's program because it has been a collaborative effort initiated at the local level rather than in response to a government mandate. Director Bauer will participate in a hearing before Congress in May to share how a program can be initiated and grown at a community level. Director Bauer also displayed the 2006 Innovation Achievement award granted by the National Association of College Stores and added that the \$5,000 check will soon be forwarded to the Foundation. Director Bauer said that with funds from donors, vendors, the Foundation and other partnerships, there is now approximately \$40,000 to spend on textbooks for the rental program. The first textbook rental titles at College of San Mateo will be available next semester. Director Bauer said that staff at Cañada originally saw the need and drove the program. He thanked the District and the Board for their cooperation and support.

**SPRING 2007 CENSUS REPORT (07-3-3C)**

Chancellor Galatolo said the purpose of the report is to track how the data measures in relation to the strategic plan. He said the report will be presented to the Board semiannually. Vice Chancellor of Education Services and Planning Jing Luan said the report will always have three sections: highlights, graphic rendition of changes over the reporting period, and tables with headcount distribution. Chancellor Galatolo asked for feedback from the Board on information they would like to see included in the report.

**STATEMENTS FROM BOARD MEMBERS**

Student Trustee Young attended the high school summit at College of San Mateo, the San Mateo County Women's Hall of Fame Awards, and the Skyline President's Breakfast.

Trustee Mandelkern attended the Women's Hall of Fame Awards, the Sequoia Awards, the welcome reception for College of San Mateo President Michael Claire, and the Skyline President's Breakfast.

Vice President Holober attended the Skyline President's Breakfast, the Hall of Fame Awards, and the reception for President Claire. He also attended the San Mateo County School Boards Association meeting at which State Controller John Chiang spoke on funding for education. Vice President Holober would like to invite Controller Chiang to visit the campuses. Vice President Holober noted that there is considerable discussion on health care issues this year. The cost of health care impacts the District, particularly with relation to post retirement benefits. He asked if the Community College League of California is involved in the discussions. Executive Vice Chancellor Keller said that the League is not dealing with policy issues, but only with funding of the benefits and accounting requirements. Vice President Holober asked if there is interest in the Board taking positions on any of the legislative bills regarding health care. Trustees Miljanich and Schwarz said they believe it is appropriate for the Board to get involved in health care issues.

Trustee Schwarz attended the Skyline President's Breakfast and mentioned the inspirational speakers. She showed a copy of the book by Sonya Faye Pope, "From the Walls Inside: Recorded Conversations with Myself." Trustee Schwarz also attended the reception for President Claire and a performance at Cañada College of "The Vagina Monologues" which she said was a very impressive performance. She is currently conducting two reviews for the Kent Awards to be presented in May.

Trustee Mandelkern suggested that the College Bookstores set aside sections to showcase authors who are alumni, faculty, students, etc. Director of Bookstore Operations Bauer agreed that this is a good idea.

President Hausman attended the reception for President Claire.

### **COMMUNICATIONS**

President Hausman read a letter from the family of Lois Callahan thanking the Board for their support of Dr. Callahan and for the plant sent by the Board. President Hausman also said that she received an announcement that nominations are being accepted for Samceda's 2007 Awards of Excellence.

### **ELECTION OF BOARD OF DIRECTORS, CALIFORNIA COMMUNITY COLLEGE TRUSTEES – 2007 (07-3-1B)**

It was agreed by consensus that the Board would consider the election at this time. Nominations were made and the following slate was presented: Maria Elena Serna, San Joaquin Delta CCD; Donald L. Singer, San Bernardino CCD; Georgia L. Mercer, Los Angeles CCD; Jeanette Mann, Pasadena Area CCD; Bill McMillin, Ohlone CCD; Tony Ubalde, Solano CCD; John A. Rodgers, Kern CCD; Mary Figueroa, Riverside CCD; Tom Clark, Long Beach CCD; Bob Hughlett, Cerritos CCD; Charles H. Hayden, Desert CCD. It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the Official Ballot as presented. The motion carried, all members voting "Aye."

### **RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 8:30 p.m.

The Board reconvened to Open Session at 8:45 p.m.

### **CLOSED SESSION ACTIONS TAKEN**

President Hausman reported that, at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 5-0 to approve the actions in Board Report No. 1-A and 1-B.

### **ADJOURNMENT**

It was moved by Vice President Holober and seconded by Trustee Schwarz to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 8:45 p.m.


The next meeting of the Board will be a Study Session on April 11, 2007 in the District Board Room.

Submitted by



Ron Galatolo  
Secretary

Approved and entered into the proceedings of the April 11, 2007 meeting.



Richard Holober  
Vice President-Clerk