

**Minutes of the Regular Meeting of the Board of Trustees  
San Mateo County Community College District  
August 22, 2007  
San Mateo, CA**

The meeting was called to order at 6:00 p.m.

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

**Others Present:** Chancellor Galatolo, Executive Vice Chancellor Keller, Skyline President Morrow, College of San Mateo President Claire, Cañada College President Mohr, and District Academic Senate President Dilko

**Pledge of Allegiance**

**DISCUSSION OF THE ORDER OF THE AGENDA**

None

**MINUTES**

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to approve the minutes of the meeting of the Board of July 25, 2007. The motion carried, all members voting "Aye."

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

None

**STATEMENTS FROM EXECUTIVES**

Executive Reports were presented by Skyline President Morrow, College of San Mateo President Claire, Cañada College President Mohr, Executive Vice Chancellor Keller and District Academic Senate President Dilko. Copies of the Presidents' Executive Reports were available for distribution at the meeting and are attached to the official minutes of record.

Adding to her written report, President Morrow distributed a packet of materials, including the 2007-08 Academic Planner and Student Handbook which was given to all students, and a pen that shows six different messages regarding financial aid which was also distributed to students.

Adding to his written report, President Claire noted that the blue t-shirts that he and other College of San Mateo attendees were wearing were part of CSM's welcome program, used to identify people who could provide information and answer questions. President Claire distributed copies of a DVD which was shown on opening day and which contains slide shows from photo archives and from the last year. President Claire also thanked Trustees Miljanich and Schwarz for volunteering at the CSM table at the San Mateo County Fair.

Adding to his written report, President Mohr announced that there are 83 students enrolled in the Middle College. He also said that on the last two Sundays, teams of faculty and staff went to local churches, particularly those with Spanish-speaking populations, to provide information about Cañada College to members of the congregations. President Mohr played a 30-second marketing ad which he said was professionally produced for approximately \$7,500.

Executive Vice Chancellor Keller said the State Legislature passed the State budget. To date, it appears that there is no major financial impact on community colleges; however, it is not yet known which items the Governor will target with the line-item veto. Because there was a two-month delay in passage, the District will incur some costs, including approximately \$20,000 in lost interest on the Tax and Revenue Anticipation Note (TRAN) and costs associated with retroactive salary increases. Also because of the delay, the District will present its budget at a slightly later date than previously anticipated.

District Academic Senate President Dilko said she feels fortunate to be able to represent District faculty. She said the Senate will be working on the Distance Education Planning Initiative and Implementation Plan and the concurrent enrollment plan. The Senate will also work with the curriculum committees from the Colleges.

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

None

**UNFINISHED BUSINESS**

**APPROVAL OF INCREASE IN PARKING FEES (07-6-105B)**

Chancellor Galatolo announced that, along with Student Trustee Young, the Associated Students presidents from each campus were present and that they had proposed an agreement on the parking fee increase which displayed their creativity and willingness to collaborate with staff to achieve a mutually agreed upon outcome. Therefore, staff recommended a modification to its recommendation to the Board. Chancellor Galatolo distributed the students' "Resolution on Proposal to Increase the Student Parking Fee" to the Board. He also provided the District response to each proposal:

- The District supports the suggestion of a yearly student parking permit for \$70.
- The District does not support an increase to \$1.25 rather than \$2.00 for the daily permit because (1) \$2.00 is not an unreasonable fee, particularly when compared with other community colleges in the area, and (2) the machines do not provide change and it would be costly to retrofit.
- The District supports dialogue regarding parking fund expenditures, but does not believe it is necessary to specify annual reviews; the issue will be brought for discussion any time it is requested by any student organization or constituency.

Staff modified its recommendation to read: It is recommended that the Board of Trustees approve establishment of the District Student Parking Fee at \$35 per semester, \$20 per summer session and \$2 for a daily permit, effective Spring 2008 semester and \$40 per semester effective Fall 2008 semester. It is also recommended that the Board approve establishment of a non-refundable annual Student Parking Fee of \$70, to include Fall and Spring semesters, effective Fall 2008 semester.

Trustee Mandelkern asked if further consideration was given to increasing the fine for parking citations. Student Trustee Young replied that during discussion, student leaders decided they preferred no increase. College of San Mateo Associated Students Acting President Matthew Kaidor added that students have not taken a formal position on citations. Chancellor Galatolo said the District's objective is to not raise the dollar amount of fines; if this position were to change, students would be consulted as part of that decision-making process.

After this discussion, it was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the increase in parking fees, as modified. The motion carried, all members voting "Aye."

**NEW BUSINESS**

**APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (07-8-1A)**

It was moved by Vice President Holober and seconded by Trustee Mandelkern to approve the actions in Board Report No. 07-8-1A. The motion carried, all members voting "Aye."

**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 33 INITIAL CONTRACT PROPOSAL TO THE DISTRICT AND DISTRICT'S INITIAL PROPOSAL TO CSEA (07-8-2A)**

It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to accept the proposals as described in the report. The motion carried, all members voting "Aye."

**APPROVAL OF CONSENT AGENDA**

The Consent Agenda consists of the following Board Reports:

- 07-8-1CA      Ratification of Fourth Quarter District Warrants, 2006-07
- 07-8-2CA      Declaration of Surplus Property
- 07-8-3CA      Approval of Off-Campus Facilities, 2007-08
- 07-8-4CA      Approval to Renew Agreement with County of San Mateo to Furnish Meals for Child Development Centers, 2007-08 – College of San Mateo and Skyline College

Trustee Schwarz asked that Board Report No. 07-8-4CA be removed from the Consent Agenda for further discussion.

Regarding Board Report No. 07-8-2CA, Trustee Mandelkern asked if there was any feedback on the outcome of the items listed as surplus property. Chancellor Galatolo said that staff will report back to the Board on this question.

After this discussion, it was moved by Vice President Holober and seconded by Trustee Mandelkern to approve items 07-8-1CA through 07-8-3CA on the Consent Agenda. The motion carried, all members voting "Aye."

**APPROVAL TO RENEW AGREEMENT WITH COUNTY OF SAN MATEO TO FURNISH MEALS FOR CHILD DEVELOPMENT CENTERS, 2007-08 – COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (07-8-4CA)**

It was moved by Trustee Mandelkern and seconded by Trustee Miljanich to approve the renewal. Trustee Schwarz noted that the District has been using the service from the County since 1989, and asked if there are other vendors providing the same service and, if so, whether the District has considered any other vendors. Chief Financial Officer Kathy Blackwood said it is difficult to find vendors willing to deal with the stringent requirements regarding portions, nutritional value, vitamin content, etc. She added that there is a great deal of paperwork involved and that the District gets audited to make sure it is in compliance. Executive Vice Chancellor Keller also said that there are very few vendors providing the service, but said the District will look again before the next renewal. After this discussion, the motion carried, all members voting "Aye."

**Other Recommendations**

**RECEIPT OF THE INITIAL STUDY AND PROPOSED MITIGATED NEGATIVE DECLARATION FOR FACULTY/STAFF HOUSING PROJECT AT CAÑADA COLLEGE AND SET PUBLIC HEARING DATE (07-8-100B)**

It was moved by Vice President Holober and seconded by Trustee Mandelkern to accept the Initial Study/Draft Mitigated Negative Declaration as presented, and set a public hearing on these documents for September 26, 2007 at 6:00 p.m. in the District Board Room. Director of Government/Community Relations Barbara Christensen introduced County Counsel Tom Casey and thanked him for the assistance County Counsel's office provided on this project. Director Christensen distributed compact discs containing the Initial Study and said there are printed copies available for those who want them. She said that no significant environmental impacts were identified that cannot be mitigated. There is a 20-day public review period beginning August 23 at 9:00 a.m., during which the District will receive any public comments that have been submitted. There will be a public hearing on September 26 and it is hoped that the Board will certify the Initial Study and approve the project at that time. Trustee Mandelkern requested that the Board be provided the public comments in the Board Packet before the September 26 meeting and Director Christensen agreed to the request.

Director Christensen said that a firm was hired which uses global technology to provide satellite photos, topographic maps and the architect's plans, showing what the project will look like from various locations. She said that the simulation is very helpful because it takes the debate away from what the project might look like to

what it will look like. Chancellor Galatolo suggested that Director Christensen show the Board the photo simulations during the first part of Closed Session. After this discussion, the motion carried, all members voting "Aye."

**APPROVAL OF CONSTRUCTION CONSULTANTS (07-8-101B)**

It was moved by Vice President Holober and seconded by Trustee Miljanich to approve the construction consultant services as detailed in the report. The motion carried, all members voting "Aye."

**CONTRACT AWARD FOR CAÑADA COLLEGE BUILDINGS 16 AND 18 RENOVATION PROJECT (07-8-102B)**

It was moved by Trustee Schwarz and seconded by Student Trustee Young to award the contract as detailed in the report. Vice President Holober noted that this item was brought to the Board at a previous meeting and asked for an update on costs. Vice Chancellor of Facilities Planning, Maintenance and Operations José Nuñez reminded the Board that this was originally put out to bid as a multiple prime project. Because not enough bids were received, it was repackaged and put out to bid as a one hard-bid project. Leigh Sata of Swinerton Management said that the new package was more attractive to contractors, partly because the buildings would not be occupied during construction. The District saved approximately \$1.5 million over the original bid. After this discussion, the motion carried, all members voting "Aye."

**STATEMENTS FROM BOARD MEMBERS**

Student Trustee Young thanked President Morrow for hosting the opening day event at Skyline and commented that she enjoyed the guest speaker's presentation. She said it is important that students know they can come to the Colleges and be successful. She also said the new Library and the Butterfield horse at Cañada College are beautiful.

Trustee Schwarz welcomed Patty Dilko as the new District Academic Senate President and complimented her on her comments at the opening day event. Trustee Schwarz also said that Student Trustee Young's maturity and skill in helping to negotiate an agreement on the parking increase showed why the presence of a student trustee is important. Trustee Schwarz attended the CSEA conference where she was asked to speak about the Board's recognition program for employees. She also volunteered at the County Fair along with Trustee Miljanich, and suggested that all three Colleges might want to provide information at this venue in the future. Trustee Schwarz attended the opening day event at Skyline and said that the messages from Chancellor Galatolo and guest speaker Dr. Kirst were very important. She also attended the ribbon cutting for the Library and Student Center at Cañada College and commented on the lovely view from the Library.

Vice President Holober said that the transformation at Cañada College is amazing and that the new Library enhances and completes the campus.

Trustee Mandelkern said that the opening day event was very well done. He enjoyed the comments by the District Academic Senate President and the representatives from AFT and CSEA. He added that he hopes a representative from AFSCME will be present at future events. Trustee Mandelkern also noted that no one has chosen to challenge him, Trustee Miljanich and Trustee Schwarz for their Board positions in the November election.

President Hausman said that she agrees with the comments made by Chancellor Galatolo at the opening day event. She also said that guest speaker Dr. Kirst made an excellent presentation. President Hausman was present when the Butterfield horse arrived at Cañada College and said it was very interesting to see it put in place. She also attended the ribbon cutting for the Library and Student Center at Cañada and said it was a special and exciting event. President Hausman also addressed new faculty members at College of San Mateo and enjoyed meeting new members of the College community.

**COMMUNICATIONS**

None

**RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 7:22 p.m.  
The Board reconvened to Open Session at 8:10 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. The Board also conducted a conference with legal counsel regarding one case of anticipated litigation.

**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 8:15 p.m.

The next meeting of the Board will be a Study Session on September 4, 2007 at 4:30 p.m. in the District Board Room.

Submitted by



Ron Galatolo  
Secretary

Approved and entered into the proceedings of the September 26, 2007 meeting.



Richard Holober  
Vice President-Clerk