

**Minutes of the Regular Meeting of the Board of Trustees  
San Mateo County Community College District  
April 22, 2009  
San Mateo, CA**

**The meeting was called to order at 6:07 p.m.**

**Board Members Present:** President Karen Schwarz, Vice President-Clerk Patricia Miljanich, Trustees Helen Hausman, Richard Holober and Dave Mandelkern, and Student Trustee Virginia Medrano Rosales

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

**Pledge of Allegiance**

**DISCUSSION OF THE ORDER OF THE AGENDA**

None

**MINUTES**

It was moved by Trustee Hausman and seconded by Trustee Holober to approve the minutes of the Regular Meeting of March 25, 2009. The motion carried, all members voting "Aye."

It was moved by Vice President Miljanich and seconded by Trustee Hausman to approve the minutes of the Study Session of April 1, 2009. The motion carried, all members voting "Aye."

It was moved by Trustee Hausman and seconded by Trustee Mandelkern to approve the minutes of the Special Closed Session of April 13, 2009. The motion carried, all members voting "Aye."

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

Rick McHale of Keenan & Associates, on behalf of the Statewide Educational Wrap Up Program (SEWUP), announced that the District, Swinerton Management and Big-D Pacific Builders were chosen to receive safety awards in recognition of their dedication to making the construction site safe for workers, District staff, students and the local community during the Cañada College Buildings 16 and 18 renovation project. Mr. McHale presented plaques to President Schwarz for the District, Peter Hempel for Swinerton Management, and Chris Broden for Big-D Pacific Builders.

**STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES**

Executive Reports were presented by Chancellor Galatolo, President Morrow, President Claire, President Mohr, Executive Vice Chancellor Keller, and President Dilko. Copies of the Presidents' Executive Reports were available for distribution at the meeting and are attached to the official minutes of record.

Chancellor Galatolo announced that Barbara Daley, Library Support Specialist at Skyline College, has won a Statewide Classified Employee of the Year Award. She will be recognized at the May 4 meeting of the California Community Colleges Board of Governors. Chancellor Galatolo said the District will submit the Cañada College Building 5-6 project to the Bay Area Council for potential funding through federal stimulus funds. This is in line with the Board's encouragement to identify shovel-ready projects to help stimulate the local economy. Chancellor Galatolo said that Pat Crippin, a groundskeeper at College of San Mateo and later at Cañada College, passed away, and asked that tonight's meeting be adjourned in his memory.

President Morrow announced that Skyline's Hermanos program at South San Francisco High School was selected to receive a Kent Award for 2009. The program will be honored at an awards banquet on May 11. President Morrow noted upcoming events at Skyline, including the student art exhibit opening reception on April 28, followed by the dedication of the mural on the exterior of the Gallery, and the Pilipino Cultural Night which will take place on the evenings of April 30 and May 1 and will include a musical theater piece which is written, produced and acted by students.

President Claire announced that Assemblyman Warren Furutani will serve as commencement speaker on May 29. Assemblyman Furutani attended College of San Mateo in the late 1960s. President Claire described Stanford University's DARE (Diversifying Academic, Recruiting Excellence) Fellowship Program, through which ten College of San Mateo faculty members recently acted as mentors to Stanford graduate students who are interested in pursuing academic careers and whose presence will help diversity the professional ranks.

President Mohr announced that Dr. Sarah Perkins has been selected as Vice President of Instruction. President Mohr introduced Alma Nuñez, a member of the student senate, who recently participated in the United States Student Association Legal Conference. Chelsea Hiatt Farley and Lisa Roecks, 3D Animation students, have each won Statewide awards at the 2009 Media Arts Award Competition. Students Violeta Juarez Crow and Aldo Garcia helped start a new robotics team at Cañada. Upcoming events include the groundbreaking for the Cañada Vista faculty and staff housing project on Mayland *Every Good Boy Deserves Favor*, co-produced by the Theatre Arts Department and the Redwood Symphony Orchestra, to be shown May 1 through May 3. The commencement speaker at Cañada will be Congresswoman Anna Eshoo.

Executive Vice Chancellor Keller said the District has been working to get information out on the implications for the District if the May 19 ballot initiatives do not pass.

President Dilko said faculty are busy gearing up for finals and looking forward to upcoming celebratory events. Faculty are highly engaged in areas such as budget planning and program changes. The Senate Governing Council recently approved revisions to its bylaws and is working on revisions to Chapter 6 of District Rules and Regulations. The election for District Academic Senate President will take place this spring. Faculty are working collaboratively with AFT on policy issues such as intellectual property rights and class size.

Raydan Alhubaishy, Skyline College Associated Students Commissioner of Public Records, outlined recent activities, including an alcohol awareness fair and the March in March rally in Sacramento. In April, ASSC hosted a regional meeting of the Student Senate for California Community Colleges and sent seven members to the United States Student Association legislative conference in Washington, D.C. Five students will attend the Student General Assembly in San Diego in May. ASSC will co-sponsor the Rocky Horror Picture Show on May 2. In preparation for the May 19 special election, the ASSC Governing Council will set up informational tables. Trustee Holober asked if students have taken a position on the ballot initiatives. Mr. Alhubaishy said they have not taken a formal position. In honor of Earth Day, Mr. Alhubaishy distributed reusable water bottles.

#### **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 (09-4-2A)**

It was moved by Vice President Miljanich and seconded by Trustee Hausman to approve the actions in Board Report No. 09-4-2A. 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 (09-4-3A)**

It was moved by Trustee Hausman and seconded by Trustee Holoher to accept CSEA's initial proposal and the District's initial proposal and to hold a public hearing of the proposals at the next regularly scheduled Board meeting. The motion carried, all members voting "Aye."

**APPROVAL OF CONSENT AGENDA**

The Consent Agenda consists of the following Board Reports:

- 09-4-1CA Denial of Claim against the District by Michael Lynn Gabriel
- 09-4-2CA Ratification of Third Quarter District Warrants, 2008-2009

Trustee Mandelkern asked that item 09-4-1CA be removed from the Consent Agenda for further discussion.

It was moved by Trustee Hausman and seconded by Trustee Holoher to approve item 09-4-2CA, Ratification of Third Quarter District Warrants, 2008-2009. The motion carried, all members voting "Aye."

**DENIAL OF CLAIM AGAINST THE DISTRICT BY MICHAEL LYNN GABRIEL (09-4-1CA)**

It was moved by Trustee Mandelkern and seconded by Trustee Holoher to approve denial of the claim. Trustee Mandelkern asked for background on the case. Executive Vice Chancellor Keller said it concerned a contract the District entered into with Mr. Gabriel, which provided funding for production of a project. Mr. Gabriel is unhappy with what transpired and is claiming breach of contract. The District will process the claim as it does other claims. After this discussion, the motion carried, all members voting "Aye."

**Other Recommendations**

**APPROVAL OF SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT PROPOSED 2009-10 BOARD GOALS (09-4-1B)**

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

**REVISION OF GRADING POLICY: PLUS/MINUS GRADING PILOT STUDY (09-4-2B)**

It was moved by Vice President Miljanich and seconded by Trustee Hausman to approve the pilot study as detailed in the report. Professor Dilko explained that plus/minus grading went out of use in the District when the Banner system was implemented. Since that time, there has been interest among faculty to have it reinstated. During the past two years, discussions were held at College of San Mateo and the issue was brought to the District Academic Senate and to the College Senates. Following debate among faculty and consultation with students, a survey of faculty was completed at the end of the last academic year; the results showed that 69 percent believed plus/minus grading would be a good idea. There was still some concern among students and, in order to gain the confidence of students and faculty, the District Academic Senate recommended that a pilot study be conducted, replicating a pilot done at the Foothill-DeAnza District. That study showed no significant change in students' GPAs and no negative impact on transferring to four-year institutions. Students were told that if the pilot showed any adverse impacts, the issue would be dropped. ITS Director Eric Raznick confirmed that plus/minus grades can be captured for use in analysis without using them for calculating GPAs for the first year. The Board is being asked to approve the pilot and the implementation of plus/minus grading beginning in June of 2010 if no substantial adverse impact on students is demonstrated.

Trustee Mandelkern said the wording in the recommendation is not clear; it states that implementation of plus/minus grading will commence unless substantial adverse impact on students is demonstrated, but then says that students and faculty will be surveyed about the potential effects of implementation and a final

recommendation will be brought to the Board. Professor Dilko said the intent is to consult broadly with students and faculty but it was believed it would be efficient to implement the system if no adverse effects were found.

College of San Mateo Associated Students President Megan Claire expressed concern about the lack of a clear definition of "significant adverse impacts" on students. She is also concerned that in the proposal, plus/minus grading may be implemented at the end of the pilot without coming back to students for further consultation. Ms. Claire questioned why a change is recommended when there are no problems with the current system. Other students echoed Ms. Claire's concerns and asserted that students' GPAs would be affected and would affect their transfer opportunities. Student Trustee Medrano Rosales verified that students are not in favor of the recommendation the way it is written; the wording needs to be clarified and "significant adverse effects" needs to be defined. Student Trustee Medrano Rosales added that students would like to be consulted after the pilot is completed but are not convinced their voices will be heard.

There was extensive discussion among Board members regarding the effect of plus/minus grading on how four-year institutions recalculate students' GPAs; the subjectivity of instructors' grading; and the use of plus/minus grading at other institutions from which the District's students come and to which they transfer. A major concern was the impact on students' GPAs. President Schwarz said that since this could concern students' futures, she wants no adverse impact, even small, on students' GPAs. Trustee Mandelkern noted that the impact could also be positive for students' GPAs but this will not be known until after the pilot is concluded. Professor Dilko said that if the results are similar to Foothill-DeAnza, there will be as many students who benefit as who don't. Another concern discussed by the Board is that participation in the pilot is optional and may not include a representative sample of faculty. Skyline College Vice President Regina Stroud pointed out that if approved, it will also be optional for faculty to use plus/minus grading and the Board expressed concern that such grading could be biased if not neutrally applied.

Trustee Hausman suggested that, if the pilot is approved, it should come back for further discussion rather than being automatically implemented. Vice President Miljanich and Trustee Mandelkern agreed and added that data from pilots can provide greater clarity. Trustee Holober and Trustee Mandelkern suggested specific changes to the recommendation and Professor Dilko asked that the starting date of the pilot be changed to summer session of 2009. The proposed revised recommendation would read:

"It is recommended that the Board of Trustees approve a pilot to study the effects of the adoption of plus/minus grading on the grade point averages (GPA's) of the students in the District. This pilot study will commence at the beginning of the 2009 summer session and terminate in June of 2010. Students and faculty will be consulted on the design of the pilot and will be surveyed about their opinion on the potential effects of implementation after data from the fall 2009 semester is compiled and analyzed. Results, including the impact on students, will be shared with all, and incorporated into the final recommendation to the Trustees."

The Board agreed unanimously to vote on the revised recommendation. Trustees Hausman, Holober, Mandelkern and Miljanich voted "Aye" and President Schwarz voted "No." Student Trustee Medrano Rosales cast an advisory "No" vote.

**APPROVAL OF PROPOSED INCREASE FOR PARKING PERMITS AND FINES (09-4-102B)**

It was moved by Trustee Holober and seconded by Vice President Miljanich to set the costs for parking permits and fines as detailed in the report. The motion carried, all members voting "Aye."

**AUTHORITY TO EXECUTE AN AGREEMENT WITH SUNGARD HIGHER EDUCATION FOR SOFTWARE MAINTENANCE SERVICES (09-4-103B)**

It was moved by Trustee Hausman and seconded by Vice President Miljanich to approve execution of the agreement as detailed in the report. The motion carried, all members voting "Aye."

**APPROVAL OF CONSTRUCTION CONSULTANTS (09-4-104B)**

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

**AUGMENTATION TO DESIGN BUILD CONTRACT FOR PARKING INFRASTRUCTURE IMPROVEMENTS – SKYLINE COLLEGE (09-4-105B)**

President Schwarz said the Board was informed of an error in the report; the not to exceed amount in the recommendation did not include the proposed \$200,000 recommended for owner-approved additional work related to roadway and pedestrian infrastructure. Therefore, the recommendation should read, "It is recommended that the Board authorize augmentation of the existing design-build contract with Robert A. Bothman, Inc. in an amount not to exceed \$556,800." It was moved by Trustee Mandelkern and seconded by Vice President Miljanich to approve the corrected recommendation. The motion carried, all members voting "Aye."

**INFORMATION REPORTS**

**DISTRICTWIDE EMERGENCY PREPAREDNESS (09-4-2C)**

Jan Roecks, Director of General Services, distributed copies of her report (a copy of which is attached to the official minutes of record) and highlighted portions of it, including the Emergency Operations Center (EOC) exercises at each of the Colleges and the District Office.

Vice President Miljanich asked how many people were projected to be on campus during the emergency exercises. Ms. Roecks said the exercises were run as if the emergency was in the middle of the day with a full campus. Vice President Miljanich asked if drills were conducted in individual buildings and if it has been determined who would be in charge in specific buildings. Ms. Roecks said these drills were campus-wide; work is in progress on emergency response in more specific areas. Vice President Miljanich asked if it would be expected that neighbors would come to the campuses during an emergency. Ms. Roecks said this is anticipated.

Trustee Hausman asked if people are assigned by name to specific duties. Ms. Roecks said they are, beginning with the crisis action team and continuing with every role in the EOC, including alternates. Trustee Hausman asked how the Red Cross factors into planning. Ms. Roecks said that services of the Red Cross would fall under the umbrella of the San Mateo County Emergency Operations System. Trustee Hausman asked if CPR was included in the training. Ms. Roecks said it was not included in this exercise which concentrated on setting up the EOC. Vice President Miljanich asked if there are first aid supplies available. Ms. Roecks said there are varying amounts on the campuses.

Trustee Mandelkern asked if there is a model for rapid deployment, rather than having to set up tables and equipment once the EOC is activated. Ms. Roecks said the EOC can be rolled out very quickly and how to deploy would be a decision of the crisis action team. Trustee Mandelkern asked if the secondary EOCs have a set of supplies. Ms. Roecks said they are not fully equipped as yet due to the cost of supplies. Trustee Mandelkern asked if there is a backup power or emergency generator plan in place. Vice Chancellor Nuñez said there is a generator in the District Office and one in Building 9 at College of San Mateo. Procuring onsite generators for the EOCs is a topic of discussion; cost is a major factor. Trustee Mandelkern asked if UHF radios are interoperational among the campuses. Vice Chancellor Nuñez said they are. Trustee Mandelkern asked if the radios are interoperable with local agencies. Vice Chancellor Nuñez was not certain but said there is a sheriff's radio at Cañada. Executive Director of Construction Planning Linda da Silva added that some personnel at Cañada and Skyline are Ham radio operators and have their equipment on campus. Trustee Mandelkern asked if KCSM is part of the Emergency Alert System. Ms. Roecks said it is and this has been factored into the emergency planning.

President Schwarz asked if there is a schedule for further training. Ms. Roecks said there will be quarterly meetings with the section chiefs and their alternates at all of the campuses and District Office, and the objective

is to have another training session next year. President Schwarz asked if there is a system through which employees can find out what is happening with their own families during an emergency. Ms. Roecks said Community Emergency Response Team (CERT) training addresses this issue and the District hopes to offer this training to all employees. Ms. Roecks noted that as public employees are required by law to stay and serve during an emergency.

Trustee Mandelkern asked if there is a plan for after-hours emergencies. Vice Chancellor Nuñez said this is a weak spot which needs further examination. He said public safety and facilities personnel are always present. Director of Public Safety Mike Celeste added that the campuses always have an administrator designated as being in charge and reachable by telephone.

Trustee Mandelkern said there are many subject matter experts on the campuses and asked if there is a plan to integrate their skills. Ms. Roecks said discussions are taking place on this topic.

President Schwarz thanked Ms. Roecks for her report and asked that updates be provided to the Board.

**DISCUSSION OF CALIFORNIA AB 1455, COMMUNITY COLLEGE BACCALAUREATE DEGREE PILOT PROGRAM (09-4-3C)**

Chancellor Galatolo said San Mateo County is unique in that it has a large population but no four-year post-secondary institution. As the demand for baccalaureate degrees is growing, the UCs and CSUs are turning away students, so it makes sense for the community colleges to provide service beyond the traditional two-year degrees. The University Center at Cañada has been successful, partly because of State funding under former Governor Gray Davis. Chancellor Galatolo said that with the current lack of funding, and the District bearing the majority of the cost of the programs, it is time to engage the universities more broadly. This bill originally was to be considered for introduction in the 2010-11 legislative session, but Assemblyman Jerry Hill was very enthusiastic and amended it to be a 2009-10 bill. Last week, the issue was discussed in a telephone conference call with lobbyists from the UC and CSU systems and representatives from Assemblyman Hill's office and the Higher Education Committee. Chancellor Galatolo said the District would prefer to consider the issue in a more methodical manner, but given that the bill is in session currently, the District has been asked to send representatives to Sacramento to discuss the bill on May 5. Chancellor Galatolo said that legislation takes a long time and the likelihood is slim that the bill will progress in this session, but it is important to move forward on the issue.

Trustee Holoher said the bill has strong possibilities, but there should be an opportunity to solicit input from the various stakeholders and have time to weigh all of the concerns. Trustee Holoher said it is important that Assemblyman Hill understand that the Board has not taken a position on the bill.

Trustee Hausman asked what specifically is in AB 1455. Chancellor Galatolo said it is at the non-fiscal level and is aimed toward opening a meaningful dialogue about the possibility of the District offering the degrees. He said the District wants to discuss how to deliver a four-year education in the County by building upon what has been done. Trustee Hausman said the District's experience should help and that the real issue is being at the mercy of the UC and CSU presidents rather than being in charge of our own destiny.

Trustee Mandelkern said he is in favor of the current programs and would like an update on the University Center. He agreed with Trustee Holoher that Assemblyman Hill should know that the Board has not approved the bill. Trustee Mandelkern believes it is important to follow the normal process of consulting the various constituencies. Trustee Mandelkern asked what AB 1455 includes and where the funding would come from. Chancellor Galatolo emphasized that this is an evolutionary process and the bill was amended just yesterday. Chancellor Galatolo said the bill will not be acted upon soon; however, there is enormous demand and he believes the dialogue should go forward.

Trustee Holober suggested that the District ask Assemblyman Hill to make the bill a two-year bill or a study bill. Trustee Mandelkern agreed with the idea of a two-year bill and said the District would be a good candidate for a pilot.

Professor Dilko said the District Senate and the Faculty Senates at the Colleges are frustrated with the UC and CSU systems' failure to transfer the District's students effectively. Vice President Miljanich said it could be a way of bringing the UCs and CSUs to the table and that, since there is little possibility that the bill will move forward, there is no downside to beginning the conversation. Trustee Mandelkern said the downside could be using a limited amount of political goodwill on something that is "dead on arrival."

Chancellor Galatolo said he is concerned about the message to the legislature, UCs and CSUs if the Board does not support the bill. President Schwarz said the Board is interested but not ready to support as yet. Trustee Holober suggested the message be that the Board expresses gratitude and interest, but honors the shared governance process and will seek input from all stakeholders. Trustee Mandelkern said a diplomatic approach is needed, with the message that the Board is appreciative of Assemblyman Hill's interest and there is excitement; however, the District needs to follow its standard procedure of soliciting input.

President Schwarz asked that the Board be provided the language in AB 1455; Chancellor Galatolo said it will be forwarded to the Board.

Chancellor Galatolo said he understands and appreciates the direction from the Board.

#### **STATEMENTS FROM BOARD MEMBERS**

Student Trustee Medrano Rosales distributed copies of the Skyline College Honors Transfer Program newsletter, in which she is the featured honors student. Student Trustee Medrano Rosales attended the Chancellor's Circle reception. She also attended the first annual Hermanas Leadership Retreat, at which she presented her story.

Trustee Hausman attended the Chancellor's Circle reception and commented on the spectacular setting, entertainment and food. Trustee Hausman noted the passing at age 102 of Jean Cloud, an alumna of College of San Mateo. Trustee Hausman said Mrs. Cloud provided valuable advice to her when she became involved in the State PTA and continued to contribute to various groups until she was 100 years old.

Trustee Mandelkern thanked Student Trustee Medrano Rosales for sharing her interesting story and for her enthusiasm. Trustee Mandelkern attended the Skyline President's Breakfast and commented on the inspirational stories from students and faculty. Trustee Mandelkern also attended the Progress Seminar and said many attendees commented on the outstanding contributions that Trustee Hausman has made to education in the County.

Trustee Holober suggested that resolutions in favor of the Jefferson Elementary School District and the Redwood City School District parcel tax measures be brought to the Board at the May meeting. Staff will gather information.

President Schwarz attended the Skyline President's Breakfast and the Chancellor's Circle reception, both of which were wonderful events. President Schwarz would like to include a visit to the College of San Mateo Planetarium in a future Board meeting.

#### **COMMUNICATIONS**

None

**RECESS TO CLOSED SESSION**

President Schwarz announced that during Closed Session, the Board will discuss the personnel items listed as Items 1-A and 1-B on the printed agenda.

The Board recessed to Closed Session at 9:35 p.m.

The Board reconvened to Open Session at 10:15 p.m.

**CLOSED SESSION ACTIONS TAKEN**

President Schwarz 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.

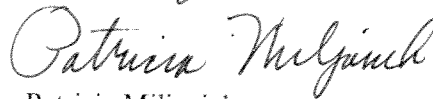
**ADJOURNMENT**

It was moved by Vice President Miljanich and seconded by Trustee Mandelkern to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 10:20 p.m. in memory of Pat Crippen.

Submitted by

Ron Galatolo  
Secretary

Approved and entered into the proceedings of the April 22, 2009 meeting.



Patricia Miljanich  
Vice President-Clerk