

**Minutes of the Annual Retreat of the Board of Trustees  
San Mateo County Community College District  
February 4, 2012  
Redwood City, CA**

The meeting was called to order at 9:00 a.m.

**Board Members Present:** President Dave Mandelkern, Vice President Helen Hausman, Trustees Richard Holober, Patricia Miljanich, Karen Schwarz

**Others Present:** Chancellor Ron Galatolo, Executive Vice Chancellor Kathy Blackwood, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College President Jim Keller

**Pledge of Allegiance**

**DISCUSSION OF THE ORDER OF THE AGENDA**

None

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

None

**INFORMATON REPORTS**

**BOARD ACCOMPLISHMENTS – REVIEW BOARD GOALS FOR 2011-12 (12-2-1C)**

Chancellor Galatolo and Director of Community/Government Relations Barbara Christensen presented the report, which the Board discussed. Each College President spoke about how Measure G funds were used, which is summarized in the Report on Progress on Goals board report.

**PROPOSED BOARD GOALS FOR 2012-13 (12-2-2C)**

President Mandelkern asked that the Board's "Reaffirmation of Core Values and Principles" be brought forward for review.

The Board reviewed the proposed Board goals as detailed in the board report. The goals will be brought back for approval in the spring.

The Board discussed setting a time limit that consultative groups will have (possibly six months) during which they can provide input on policy recommendations. After that time, policies will be sent to the Board for action. Trustee Holober suggested that a new Board goal be added: develop deadlines (time limits) during which faculty, staff and student groups can provide input on policies, thereby strengthening the shared governing process.

Trustee Holober suggested adding the following to the 2011-12 goals:

1. Explore options for renewal of Measure G. Start to examine timing.
2. Increase communication with the community about District goals and accomplishments as well as needs.

President Stanback Stroud suggested adding a goal of marketing academically superior colleges that are responsive to the County's workforce and economic development needs.

**BUDGET UPDATE (12-2-3C)**

Executive Vice Chancellor Blackwood presented the report. There was considerable discussion regarding how and when the District will achieve basic aid status and how it can continue to maintain basic aid status. President Mandelkern said that if the District becomes basic aid, it will be able to choose the number of students it can serve;

however, if the District then loses the basic aid status, there could be huge problems readjusting back to revenue limit funding.

Executive Vice Chancellor Blackwood said that if the District achieves basic aid status, it could:

- Choose to serve more students, but the cost to support all students would be less than the current revenue per student.
- Choose to serve fewer students and use the extra basic aid money for one-time expenditures, salary increases and/or on services that will help to ensure student success.
- Choose to serve the same number of students.

President Mandelkern said he believes the District should not deviate much from its current number of students and revenue per student.

Chancellor Galatolo said the District wants to do everything it can to assure that it achieves basic aid status this year.

Trustee Schwarz said she has a problem relying on the State's predictions about revenues. She said that if the District gains basic aid status, it will be able to serve its students better.

The consensus of the Board is that the District:

1. Wants to achieve basic aid status this year.
2. Should do whatever is necessary to maintain basic aid status.
3. Should keep enrollment at or slightly below State-funded levels.
4. Use any extra basic aid dollars for one-time needs.

Board members agreed that a community needs assessment is extremely important in determining the future direction for the Colleges and District. Needs assessment should include:

- Survey of the public
- Conversations with K-12 districts
- Conversations with employers

The Board and staff also discussed the demise of Redevelopment Agencies and the impact of that on the District.

Executive Vice Chancellor Blackwood reviewed budget scenarios if the Governor's tax proposal passes (attached).

#### **PRIORITIES AND RESOURCES TO COMPLETE FACILITIES MASTER PLAN (12-1-4C)**

Vice Chancellor José Nuñez presented the report, which is attached. Chancellor Galatolo said that at some point, the Board should engage in discussion regarding putting a facilities bond on the ballot in the future. President Mandelkern said that discussion should be combined with a discussion regarding the renewal of Measure G.

#### **COMMUNITY/EXTERNAL RELATIONS (12-2-5C)**

President Mandelkern said he believes the District needs to improve its community outreach and communication with the community.

Trustee Miljanich said the District needs to make sure that the community understands that the facility improvements are needed to serve student needs.

President Mandelkern said he believes the District should reach out to the community through:

- City Council joint meetings
- Chambers of Commerce
- School districts

Chancellor Galatolo said staff will add a Board goal reflecting this suggestion.

Trustee Hausman said the District should evaluate how frequently the District can ask voters for more support.

**RECESS TO CLOSED SESSION**

President Mandelkern announced that during Closed Session, the Board will conduct a public employee performance evaluation as listed on the printed agenda.

The Board recessed to Closed Session at 1:45 p.m.

The Board reconvened to Open Session at 2:58 p.m.

President Mandelkern said the Board took no action during Closed Session.

**ADJOURNMENT**

It was moved by Trustee Schwarz and seconded by Trustee Hausman to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 3:01 p.m.

Submitted by

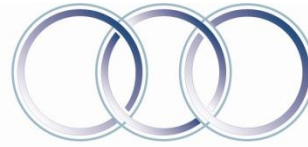
Ron Galatolo  
Secretary

Approved and entered into the proceedings of the February 22, 2012 meeting.

Helen Hausman  
Vice President-Clerk

**Assumptions and Scenarios 2012-2015: Governor's Tax Passes**  
Feb 4, 2012

	2011/12	2012/13	2013/14	2014/15
<b>State Revenue</b>				
COLA	0%	0%	0%	2%
Growth	0%	0%	2%	2%
Deficit Factor	-2%	-1%	-1%	-1%
<b>Local Revenue</b>				
Property Taxes	\$1.1% + ?? RDA	1.1% + \$2.8M RDA	1.50%	2.00%
Fees	\$36	\$46	\$46	\$46
"Basic Aid Excess"	\$1.2M+?? RDA	\$4.1M	\$4.1M	\$2.4M
Measure G	\$1.2M	\$7M	\$7M	\$0
<b>Expenses</b>				
Inflation	3.00%	3.17%	3.00%	3.10%
PERS	10.92%	12.00%	12.00%	12.00%
Compensation	0%	0%	0%	0%
<b>FTES</b>				
Resident	20,017	20,377	20,777	21,185
Non-resident	435	449	464	478
<b>Fund 1</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>
<b>Revenues</b>				
State Revenue Limit	\$ 98,485,000	\$ 100,000,000	\$ 101,807,000	\$ 105,723,000
"Basic Aid Excess"	\$ 1,193,000	\$ 4,119,000	\$ 4,164,000	\$ 2,364,000
Other Revenues	\$ 7,419,000	\$ 7,430,000	\$ 7,492,000	\$ 7,599,000
	\$ 107,097,000	\$ 111,549,000	\$ 113,463,000	\$ 115,686,000
<b>Expenses</b>				
Site Allocations	\$ 88,561,953	\$ 91,744,000	\$ 89,812,000	\$ 89,883,000
Site Cuts/Augment	\$ 3,182,047	\$ (1,932,000)	\$ 72,000	\$ 1,930,000
Fixed Costs	\$ 23,196,000	\$ 24,690,000	\$ 25,896,000	\$ 27,194,000
Compensation	\$ -	\$ -	\$ -	\$ -
	\$ 114,940,000	\$ 114,502,000	\$ 115,780,000	\$ 119,007,000
Beginning Balance	\$ 20,626,000	\$ 12,783,000	\$ 9,830,000	\$ 7,513,000
Surplus/Deficit	\$ (7,843,000)	\$ (2,953,000)	\$ (2,317,000)	\$ (3,321,000)
Ending Balance	\$ 12,783,000	\$ 9,830,000	\$ 7,513,000	\$ 4,192,000
5% Reserve	\$ 5,750,000	\$ 5,730,000	\$ 5,790,000	\$ 5,950,000
<b>Additional Needed to Maintain Reserves</b>				\$ 1,758,000
<b>Fund 6</b>				
Measure G	\$ 7,055,000	\$ 7,055,000	\$ 7,055,000	\$ -
Site Allocations	\$ 9,720,000	\$ 7,055,000	\$ 7,055,000	\$ -
Surplus/Deficit	\$ (2,665,000)	\$ -	\$ -	\$ -



SAN MATEO COUNTY  
COMMUNITY COLLEGE DISTRICT

# CAPITAL & TECHNOLOGY NEEDS

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FEBRUARY 4, 2012

Proposed Projects



# Measure A

## Budget Reconciliation

Measure A Fund Balance For the Year Ended June 30, 2011	\$ 62,223,337
Measure A Expenditures (July 1, 2011-December 31, 2011)	\$ (19,037,702)
Measure A Encumbrances (As of December 31, 2011)	\$ (8,308,981)
Measure A Funds Budgeted but not yet Encumbered (July 1, 2011-end of the program)	\$ (15,700,844)
Measure A Uncommitted Funds For the Year Ended December 31, 2011	\$ 19,175,810

# District Wide & College Capital & Technology Needs Summary

Facility	August 2011	February 2012
Cañada College	\$114,900,000	\$89,000,000
College of San Mateo	\$146,053,000	\$94,025,000
Skyline College	\$140,164,000	\$101,000,000
District Wide	\$162,725,000	\$176,050,000
<b>Grand Total:</b>	<b>\$563,842,000</b>	<b>\$460,075,000</b>

# Cañada College Capital & Technology Needs

Project	Bldg. #	Funding Needed	Description	Cut
Future Science/Allied Health/ Workforce Development Building	TBD	\$40,000,000	New Construction	
Physical Education & Athletics Building	1	\$20,000,000	Modernization & New Construction	
Academic/Technical Building	13	\$20,000,000	Modernization	
Renewable and Alternative Energy Projects	n/a	\$5,000,000	n/a	50%
Humanities/Arts/Theater Building	3	\$4,000,000	Modernization	50%
North Quad Development	n/a	\$4,500,000	New Construction	
Kinesiology Program	2	\$4,900,000	Modernization	
Renovation of south wing, ground floor of Library/Student Services Building	9	\$4,500,000	Modernization	
Northwest Campus Development	n/a	\$3,000,000	Modernization	
	Subtotal:	\$89,000,000		



# College of San Mateo Capital & Technology Needs

Project	Bldg. #	Funding Needed	Description	Cut
Gymnasium Building	8	\$20,000,000	Modernization & Expansion	20%
Data Center/Campus Security/CSM 7	1	\$20,000,000	Demo & New Construction	
Emerging Technologies Program	19	\$14,000,000	Modernization	50%
Facilities Maintenance Center	7	\$11,375,000	Demo & New Construction	50%
Renewable and Alternative Energy Systems	n/a	\$8,500,000	New Construction	
Library Modernization	9	\$7,500,000	Modernization	50%
Theatre Improvements	2, 3	\$5,000,000	Modernization	
Science Labs	12	\$4,200,000	Modernization	50%
Corporation Yard	n/a	\$3,450,000	Modernization & New Construction	50%
Exterior Amphitheatre/ Demolish B1	4	\$6,500,000	Demo & New Construction	
	Subtotal:	\$94,025,000		

# Skyline College Capital & Technology Needs

Project	Bldg. #	Funding Needed	Description	Cut
Social Science & Creative Arts Building/South Campus Gateway	1	\$72,000,000	Demo & New Construction	10%
Student Services Building	2	\$12,000,000	Modernization	
Pac Heights Demo & North Campus Improvements	19	\$8,000,000	Demo & New Construction	20%
Library/Learning Resource Building	5	\$7,500,000	Modernization	
Loma Chica	14	\$1,500,000	Modernization	50%
Center for Kinesiology and Human Performance/ Environmental Studies	n/a	\$36,000,000	New Construction	
Renewable and Alternative Energy Systems	n/a	\$5,647,000	New Construction	
<b>Subtotal:</b>		<b>\$101,000,000</b>		

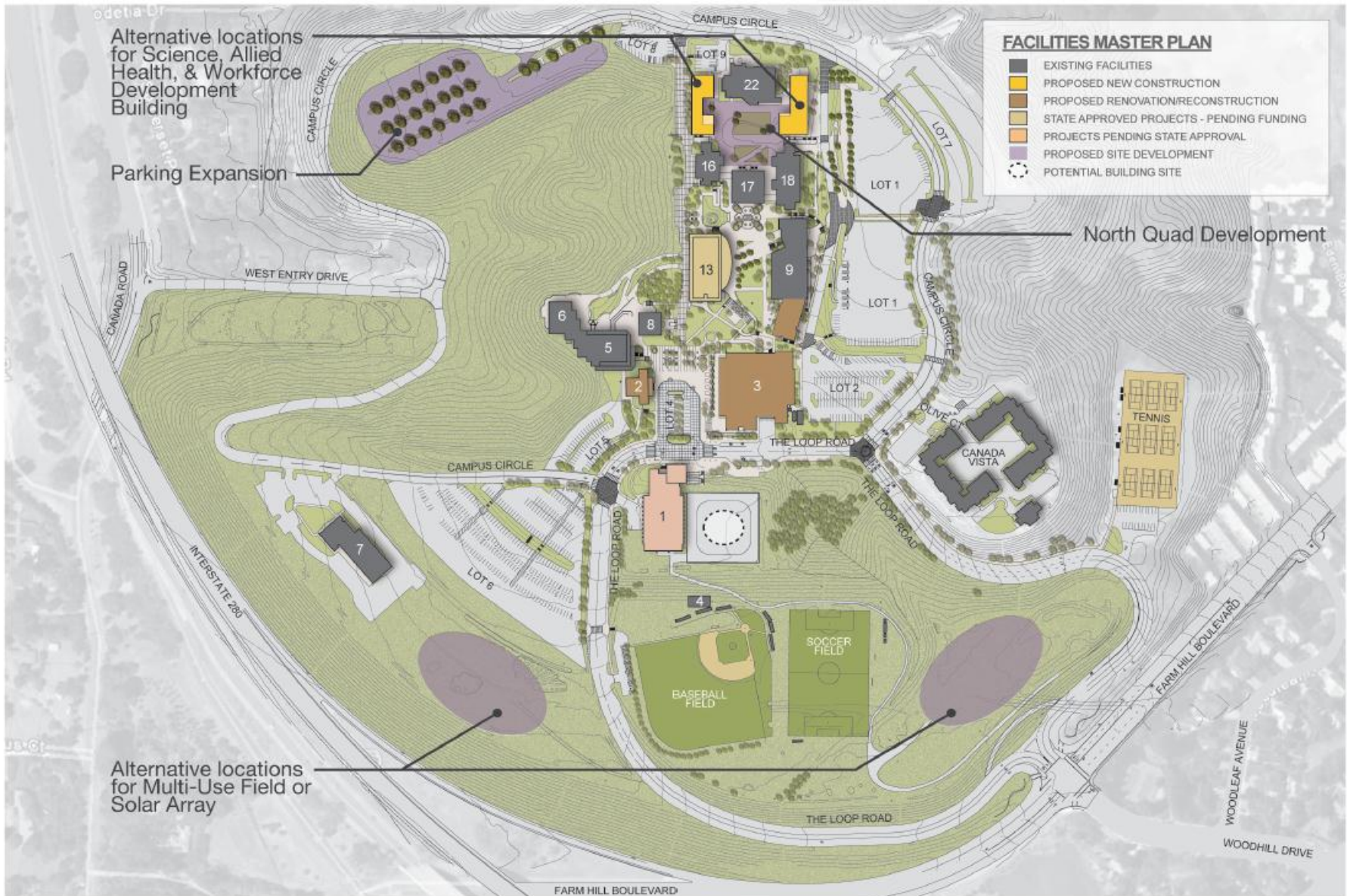
# District Wide Capital Needs

Project	Bldg. #	Funding Needed	Description	Cut
Coast Side Joint Use Facility	n/a	TBD	New Construction	
Various Facility/Capital Repairs	n/a	\$40,000,000	Facilities	
Classroom Furniture & Equipment	n/a	\$20,000,000	Colleges	
Roadway and Parking Lot Repairs	n/a	\$14,750,000	Demo & New Parking	
Campus Utilities Repairs & Upgrades	n/a	\$7,800,000	Facilities	
Site Work & ADA Accessibility Upgrades	n/a	\$5,000,000	Facilities	
Hazardous Materials Abatement	n/a	\$3,500,000	Facilities	50%
AED (Defibrillators) Purchase & Installation	n/a	\$175,000	Facilities	COMPLETE
Boiler Plant Air Quality Upgrades	n/a	\$3,000,000	Facilities	IN PROGRESS
<b>Subtotal:</b>		<b>\$91,050,000</b>		

# District Wide Technology Needs

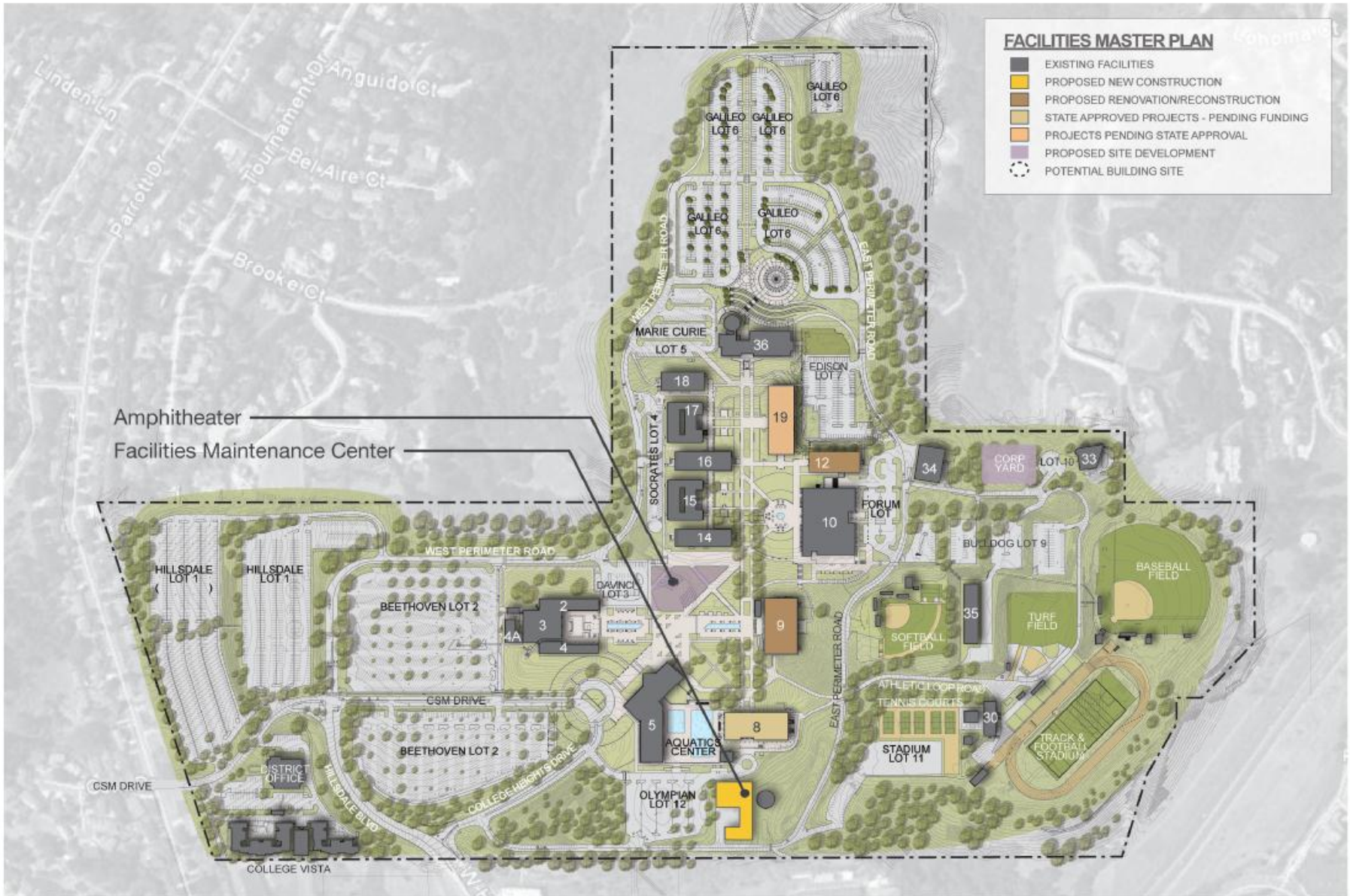
Project	Bldg. #	Funding Needed	Description
Network Infrastructure and Phone System	n/a	\$35,000,000	ITS
Technology Upgrades	n/a	\$47,000,000	ITS
Surveillance/Camera/ACAM/EAS Upgrades	n/a	\$3,000,000	Public Safety
	<b>Subtotal:</b>	<b>\$85,000,000</b>	

# Cañada College Facilities Master Plan 2011





# College of San Mateo Facilities Master Plan 2011





# Skyline College Facilities Master Plan 2011

