

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
September 9, 2021 – San Mateo, CA**

This was conducted remotely via Zoom. A video recording of the meeting can be accessed at:
<https://smccd.edu/boardoftrustees/meetings.php>.

The meeting was called to order at 5:05 p.m.

Board Members Present: President Thomas A. Nuris, Vice President Richard Holober (joined meeting in progress), Trustee Maurice Goodman, Trustee Lisa Petrides, Trustee John Pimentel

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Nuris said that during Closed Session, the Board will take up items as listed on the printed agenda, including: (1) Hold a Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Gov. Code, § 54956.9, subd. (d)(2): Two cases; (2) Consider ratification of confidential District warrants for May and June 2021; and (3) Hold Conference with Labor Negotiator for Employee Organizations: AFSCME, AFT and CSEA.

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY

None.

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 5:07 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 6:29 p.m.

Board Members Present: President Thomas A. Nuris, Vice President Richard Holober, Trustee Maurice Goodman, Trustee Lisa Petrides, Trustee John Pimentel, Student Trustee Ashley Garcia

Others Present: Chancellor Michael Claire, Chief Financial Officer Bernata Slater; Skyline College President Melissa Moreno, College of San Mateo President Jennifer Taylor-Mendoza, Cañada College Interim President Kim Lopez, District Academic Senate President Kate Williams Browne

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Nuris stated there are no reportable actions coming out of Closed Session.

DISCUSSION OF THE ORDER OF THE AGENDA

(Time Stamp: 1:27:09)

It was requested that the following agenda items be moved after consideration of all action items and before presentation of information items: (1) Statements from Executives and Student Representatives, (2) Statements from Other Representative Groups, and (3) Statements from the Public on Non-Agenda Items. The Board agreed and there were no further changes to the order of the agenda.

NEW BUSINESS**Approval of Personnel Items: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel (21-09-01A)***(Time Stamp: 1:27:40)**Motion to Approve by:* Vice President Holober*Second by:* Trustee Pimentel*Action:* Approved as amended, with all Trustees voting Aye*Summary of Discussion:* Staff asked that under Item K, the Staff Assistant for International Education at the District Office be removed.*Public Comment:* None.**NEW BUSINESS: Approval of Consent Agenda Items***(Time Stamp: 1:28:33)***Approval of College and Career Access Pathways Dual Enrollment Partnership Agreement with South San Francisco Unified School District (21-09-01CA)****Approval of College and Career Access Pathways Dual Enrollment Partnership Agreement with Sequoia Union High School District (21-09-02CA)****Approval of College and Career Access Pathways Dual Enrollment Partnership Agreement with Jefferson Union High School District (21-09-03CA)****Approval of College and Career Access Pathways Dual Enrollment Partnership Agreement with San Mateo Union High School District (21-09-04CA)****Approval of College and Career Access Pathways Dual Enrollment Partnership Agreement with Cabrillo Unified School District (21-09-05CA)****Reappointment of Members to the Citizens' Bond Oversight Committee (21-09-06CA)****Acceptance of Sub-grant from San Francisco State University's School of Engineering to Skyline College and Cañada College (21-09-07CA)****Approval of Revisions to Board Policy 1.60 – Rules of Order for Board Meetings (21-09-08CA)***Motion to Approve by:* Trustee Pimentel*Second by:* Trustee Petrides*Action:* Approved unanimously, with all Trustees voting Aye*Summary of Discussion:* None.

With the approval of revisions to Board Policy 1.60, Vice President Holober moved and Trustee Pimentel seconded that the Board set an adjournment time of 9:30 p.m. for this evening's meeting. The motion carried by unanimous vote.

Trustee Petrides inquired if the 9:30 p.m. adjournment time applied only to this meeting or all future meetings as well. Vice President Holober proposed that the Ad Hoc Committee for Board Operations discuss setting a regular adjournment time, and bring back to the Board a policy recommendation.

NEW BUSINESS: Other Recommendations

Public Hearing of the 2021-22 Final Budget (21-09-101B)

[\(Time Stamp: 1:31:05\)](#)

Motion to hold the hearing by: Trustee Pimentel

Second by: Trustee Petrides

Action: Approved unanimously, with all Trustees voting Aye.

Summary of Discussion: Chancellor Claire gave a brief introduction on the presentation of the budget, and gave the floor to Chief Financial Officer Bernata Slater to continue.

Officer Slater presented the 2021-2022 Final Budget recommendation. She provided Budget Highlights, Budget Guidelines, a Presentation Overview, information on the State Budget itself, Adopted Budget Assumptions, 2021-2022 Initiatives, and 50% Law – Continued Commitment. She mentioned PERS and STRS continue to impact the budget of SMCCCD.

The Budget Summary presented that SMCCCD has a balanced budget for Fiscal Year 2021-2022 and is guided by the District's Strategic Plan. The total general fund budget is \$249,928,809.00 and the total all-funds budget is \$500,760,058.00.

Staff also noted that the budget makes a \$6.75 million strategic investment in the *Free Community College* initiative to support the growth of the dual enrollment programs, Promise Scholars Program and zero textbook cost/open educational resources programs.

Vice President Holober stated that our beginning reserves are at 30% of our annual budget, and we've adopted a 15% prudent reserve. He suggested to examine other areas where reserves are being held to determine a short term plan to utilize the funds, but if not, consider reallocating funds towards the Board's goals. He mentioned his goals (speaking as one Trustee) would include additional free college opportunities; and request for more full-time faculty and less dependence on part-time faculty.

Public Comment: None.

Motion to adjourn the hearing by: Vice President Holober

Second by: Trustee Pimentel

Action: Approved unanimously, with all Trustees voting Aye.

Adoption of the 2021-22 Final Budget (21-09-102B)

[\(Time Stamp: 1:57:58\)](#)

Motion to Approve by: Vice President Holober

Second by: Trustee Pimentel

Action: Approved unanimously, with all Trustees voting Aye

Summary of Discussion: Trustee Pimentel asked (1) who was responsible for applying for available state funds for student housing and (2) who was in charge of implementing the expansion of the Promise Scholars and the Dual Enrollment programs. Trustee Pimentel noted the significance of the investment in the Free Community College initiative. Chancellor Claire responded that the Chief of Staff, working with the Finance team, would be exploring the state funds for student housing and that the Vice Chancellor for Educational Services and Planning, working with the colleges, would be coordinating the expansion of the referenced programs.

Vice President Holober asked where the funds for COVID-19 mitigation would come from or be found; he also noted that he would like to see what the District budgets for staffing and what actually staffing is each year.

The Board thanked staff for their presentation and work on the budget.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

(Time Stamp: 2:15:01)

- **Chancellor Claire** noted that CFO Slater had taken on several roles over the last two years and thanked her for all of the work she has done. He also advised the process of hiring a permanent president position for Cañada College, noting his goal of having the position filled by April/May 2022. Chancellor Claire also noted that the District would begin the process of actively recruiting for a Chief of Human Resources in the coming month. He also referenced that the Internal Auditor position is posted will be closing in a few weeks.
- President Moreno recognized Joe Morello as new Vice President of Administrative Services at Skyline College.
- President Taylor-Mendoza noted that CSM had their first in-person welcome activity, of which about 300 students attended. She also noted the college had been awarded a STEM Grant. President Taylor-Mendoza announced that fall athletics are starting and that the football season will begin Sept. 11, 2021, of which CSM is ranked #1 in the state of community college football teams.
- Interim President Lopez noted that Cañada College is starting a new initiative called the Cañada College Wellness, Outreach, Registration, and Retention Initiative.
- District Academic Senate President Browne reported that the District Academic Senate will have its first meeting on September 13.
- Student Trustee Garcia reported that the first District Student Council Meeting was held on September 8, and members addressed their concerns about the contract management proposal for SMCCCD's bookstores and support for gender neutral restrooms on campuses.

STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

(Time Stamp: 2:29:17)

- **AFT, Local 1493:** Jessica Truglio presented a petition that asks the Chancellor and Board of Trustees to create a transparent process/district-wide plan to guide the in-person return of counselors. Darian Chan expressed concerns of counselors regarding return to in-person services.

- *CSEA, Chapter 33*: None.
- *AFSCME, AFL-CIO, Local 829, Council 57*: Tony Burrola expressed the union's concern about the cost of living adjustments for this year and noted the increase in costs throughout the region.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

[*\(Time Stamp: 2:42:00\)*](#)

- David Lau commented about vaccinations and re-opening.

INFORMATIONAL ITEMS

Discussion of Bachelor's Degree Completion Pathway Partnership with Notre Dame de Namur University (21-09-01C)

[*\(Time Stamp: 2:44:53\)*](#)

Summary of Discussion: Vice Chancellor McVean presented on this item, along with the team of individuals (from NDNU and SMCCCD Colleges) that have been working with him on this pathway.

Trustees expressed support of this partnership, and directed staff to continue to refine this pathway and bring the final partnership agreement to a future meeting for action.

Follow-up on Crystal Springs Cross Country Course Operations (21-09-02C)

[*\(Time Stamp: 3:26:09\)*](#)

Summary of Discussion: Chancellor Claire summarized the proposed schedule of events as outlined in the staff report and asked for the Board's direction. The Board concurred with the Chancellor's report and directed him to proceed with that which was recommended.

Update on Operating Model for District Athletic Centers at College of San Mateo and Cañada College (21-09-03C)

[*\(Time Stamp: 3:29:00\)*](#)

Summary of Discussion: Chancellor Claire provided an update San Mateo Athletic Club (SMAC), along with the new interim Director of Community Fitness Kurt Scholler. Chancellor Claire and Mr. Scholler provided a review of the key goals of the transition process, a summary of preliminary actions, noted the work that had been completed to date and outlined next steps.

Vice President Holober wanted to receive more information and clarification about the classified staffing for the model. There is a concern about employment cost, along with membership fees.

Trustee Pimentel reminded everyone that the process started to make sure that the academic programs had primacy over private use of the facilities; however, make sure there's spare capacity and broad availability for community usage (drop-in and/or community groups).

Trustee Petrides suggested having an advisory committee comprised of community members and students.

Discussion of Scope of Authority of Board Ad-hoc Committee on Board Operations (21-09-04C)

(Time Stamp: 4:09:35)

Summary of Discussion: Chancellor Claire advised that Trustee Pimentel and Trustee Petrides have volunteered to serve on the committee.

Vice President Holober stated he hopes the committee will bring items routinely to the Board rather than waiting for a complete package of items at the end of a process. He offered several recommended areas for the committee to consider, including: internal auditor implementation, performance audits by external consultants, policy review, achieving a feedback loop of Board members on assigned boards and committees, further exploration of the Board's role in the development of the budget, and the process for the rotation of Board officers. Chancellor Claire also suggested the committee review the number of meetings it holds each month/year.

COMMUNICATIONS

(Time Stamp: No time.)

None.

STATEMENTS FROM BOARD MEMBERS

(Time Stamp: 4:24:35)

President Nuris: None.

Vice President Holober: Will bring back information from the Housing Board Meeting from last week, to the next board meeting.

Trustee Goodman: None.

Trustee Petrides: None.

Trustee Pimentel: He and Trustee Goodman serve on the Foundation Board, and they are excited by the development. A letter delivered from Chancellor Claire to the Foundation board to set a goal of increasing the corpus to \$100M. Noted that resident enrollment declined, but cost has doubled which is a threat to the survival of the institution. Mentioned marketing and outreach to communities and high schools, and would like to know and work with whomever is responsible for this particular aspect.

Student Trustee Garcia: None.

President Nuris announced that the next meeting of the Board of Trustees would be September 22, 2021. He also reported out that the confidential warrants were approved during Closed Session.

ADJOURNMENT

The meeting adjourned by consent at 9:32 p.m.

Submitted by

Michael Claire, Secretary