

**Minutes of the Study Session of the Board of Trustees  
San Mateo County Community College District  
May 11, 2022 – 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 5:02 p.m.**

**Board Members**

**Present:** President Richard Holober, Vice President Lisa Petrides, Trustee Maurice Goodman, Trustee Thomas A. Nuris, Trustee John Pimentel

**ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION**

President Holober stated that during Closed Session, the Board will take up items as listed on the printed agenda including: (1) Conference with Labor Negotiator for Employee Organizations: AFSCME, AFT, CSEA, Unrepresented Employees (2) Conference with Legal Counsel – Potential Litigation: Significant Exposure to Litigation Pursuant to Gov. Code § 54956.9, Subd. (D)(2): Two Cases; and (3) Pursuant to Gov. Code § 54957: Public Employee Discipline/Dismissal/Release

**STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY**

No statements/comments.

**RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 5:05 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 6:32 p.m.

**Board Members**

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

**Others Present:** Chancellor Michael Claire, Executive Vice Chancellor Richard Storti, 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**

*(Time Stamp: 1:31:21)*

President Holober stated that no reportable actions were taken in Closed Session, and the Board will reconvene to Closed Session immediately following the conclusion of Open Session.

**DISCUSSION OF THE ORDER OF THE AGENDA**

[\(Time Stamp: 1:32:21\)](#)

There were no changes to the order of the agenda.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

[\(Time Stamp: 1:32:32\)](#)

No comments.

**NEW BUSINESS****Adoption of Resolution No. 22-12 to Make Findings Allowing Continued Remote Meetings Under Brown Act (7.1)**

[\(Time Stamp: 1:33:58\)](#)

*Motion to Approve by:* Trustee Nuris

*Second by:* Vice President Petrides

*Action:* Approved unanimously, with all Trustees voting aye.

*Summary of Discussion:* None.

*Public Comment:* None.

**Approval of Personnel Items (7.2)**

[\(Time Stamp: 1:34:32\)](#)

*Motion to Approve by:* Trustee Goodman

*Second by:* Trustee Nuris

*Action:* Approved unanimously, with all Trustees voting aye.

*Summary of Discussion:* None.

*Public Comment:* Dr. Moreno introduced Skyline College's new Vice President of Instruction Dr. Vinicio Lopez. Dr. Lopez was in attendance.

**Holding a Public Hearing on Local 829, Council 57, American Federation of State, County and Municipal Employees, AFL-CIO's Initial Contract Proposal to the District (7.3)**

[\(Time Stamp: 1:37:19\)](#)

*Motion to hold a Hearing by:* Trustee Nuris

*Second by:* Vice President Petrides

*Action:* Approved unanimously, with all Trustees voting aye. Hearing was held.

*Public Comment:* None.

**Acceptance of Local 829, Council 57, American Federation of State, County and Municipal Employees, AFL-CIO's Initial Contract Proposal to the District (7.4)**

**(Time Stamp: 1:38:18)**

*Motion to Approve by:* Vice President Petrides

*Second by:* Trustee Nuris

*Action:* Approved unanimously, with all Trustees voting aye.

*Summary of Discussion:* None.

*Public Comment:* None.

**Holding of Public Hearing on California School Employees Association, Chapter 33's Initial Contract Proposal to the District (7.5)**

**(Time Stamp: 1:38:53)**

*Motion to hold Hearing by:* Vice President Petrides

*Second by:* Trustee Nuris

*Action:* Approved unanimously, with all Trustees voting aye. Hearing was held.

*Public Comment:* None.

**Acceptance of California School Employees Association, Chapter 33's Initial Contract Proposal to the District (7.6)**

**(Time Stamp: 1:39:40)**

*Motion to Approve by:* Trustee Nuris

*Second by:* Vice President Petrides

*Action:* Approved unanimously, with all Trustees voting aye.

*Summary of Discussion:* None.

*Public Comment:* None.

**Ratification of New Instructional Adjunct Faculty Salary Schedules per the Terms in the San Mateo County Community College Federation of Teachers, AFT Local 1493 Collective Bargaining Agreement (7.7)**

**(Time Stamp: 1:40:15)**

*Motion to Approve by:* Trustee Goodman

*Second by:* Trustee Nuris

*Action:* Approved unanimously, with all Trustees voting aye.

*Summary of Discussion:* None.

*Public Comment:* None.

## STUDY SESSION

### **Discussion of District Enrollment Trends and Strategies for Enrollment Growth (8.1)**

*(Time Stamp: 1:40:55)*

**Summary of Discussion:** Chancellor Claire introduced this topic, and stated that this evening's discussion will focus on Enrollment Management, specifically what can the District do to maximize enrollment; what are the strategies to accomplish the maximization?

Chancellor Claire mentioned there are a few factors that the district does not have control over when it comes to enrollment. Some of the factors include: (1) the competition between the employment market and enrollment (students that want to return to college); (2) the expense of living in the Bay Area, as there are some students that have to assist with household expenses, etc.; and (3) students who need training or certifications in different areas now have other ways to complete them other than attending an academic institution. Some of the factors that the District are 100% responsible for include: (1) identifying barriers and removing them; (2) when a student shows interest in enrolling into a college, the District must get them to and through the doors; (3) provide courses with different times and modalities that meet the needs of the students; and (4) continue building pathways (high schools).

Vice Chancellor McVean presented the enrollment trends (a decade of decline) and data within the SMCCCD, along with the national, state, and local enrollment trends.

President Moreno presented Skyline College's Enrollment Recovery Report. She mentioned the college administration conducted a student survey on some of the reasons as to why students have not enrolled, and some of the results include: (1) personal circumstances; (2) having to move out of the city or state due to cost of living; and (3) needing to prioritize care of family members. Dr. Moreno presented both the long-term and short-term enrollment goals, along with current efforts.

Interim President Lopez presented Cañada College's Enrollment Strategies and Management. Some of the Strategic Initiatives include: (1) make registration easier; (2) build on the College for Working Adults model; (3) create a student-first course schedule; and (4) develop new Kinesiology, Athletics and Dance programs and certifications. These initiatives have baseline metrics to achieve the enrollment goals.

President Taylor-Mendoza presented College of San Mateo's Enrollment Strategic Direction. College administration conducted a student survey on some of the things the District can do to support students' return to college. Some of those things include: (1) more scheduling options; (2) support with technology; (3) support with childcare; (4) personal counseling; and (5) financial support. She presented an Enrollment Sustainability and Growth pyramid which includes a Vision (draft), Mission (draft), and Values (draft) to accomplish the college's strategies and goals. She also presented the current actions to retain and increase enrollment, along with the long-term planning.

The Board of Trustees appreciated the reports provided by each of the college presidents. They mentioned though each college is different, they have similar approaches in retaining and increasing student enrollment. The Board offered support of the strategies presented and acknowledged that both District and college administration understand the importance of increasing enrollment and are strategically preparing to meet each goal.

**Public Comment:** None.

**COMMUNICATIONS**

*(Time Stamp: 2:17:18)*

Chancellor Claire received communication from community members regarding Cañada College's Building 1, and those members have received responses from District administration.

**STATEMENTS FROM BOARD MEMBERS**

*(Time Stamp: 2:18:00)*

*Trustee Pimentel:* Requested to have an update on the status of the hiring process of the Internal Auditor at the next board meeting.

*Trustee Goodman:* Requested that the mail that the Board of Trustees receive at the District office be mailed to them, as some of the mailings have deadlines or dated information.

*Vice President Petrides:* Attended the California Community College League's Annual Conference, and she noticed that most of the districts across the state are struggling with similar circumstances. She also mentioned the focus of the conference was more on equitable recovery and how districts have made that a movement across the state.

*Trustee Nuris:* Attended the Progress Seminar and stated it was a great experience to connect and network with other people. He stated the culture was a little different as it has been in the past pre-pandemic such that the participants wanted to attend the sessions, as everyone is pretty much facing the same concerns.

President Holober stated that the next Regular Board Meeting is Wednesday, May 25<sup>th</sup>.

**RECONVENE TO CLOSED SESSION**

The Board recessed to Closed Session at 7:24 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 10:07 p.m.

**ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION**

President Holober reported the Board met in Closed Session, and there were no reportable actions taken.

**ADJOURNMENT**

Meeting adjourned at 10:08 p.m.

Submitted by

Michael Claire, Secretary