

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
February 22, 2023 – 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 5:04 p.m.

Board Members

Present: Vice President John Pimentel, Trustee Michael Guingona, Trustee Wayne Lee, and Trustee Richard Holober

Board Members

Absent: Trustee Michael Guingona (absent at time of Roll Call; arrived in person during Closed Session)

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Petrides stated that during Closed Session, the Board will take up items as listed on the printed agenda including: (1) Pursuant to Gov. Code, §54957: Public Employee Discipline/Dismissal/Release; (2) Conference with Legal Counsel - Potential Litigation: Initiation of Litigation Pursuant to Gov. Code, § 4956.9, Subd. (d)(4): One case; and (3) Conference with Labor Negotiator - Agency Designated Representatives: Mike Claire and Richard Storti Employee Organization: Non-represented Employees

PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

No statements/comments.

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 5:06 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 6:11 p.m.

Board Members

Present: President Lisa Petrides, Vice President John Pimentel, Trustee Michael Guingona, Trustee Richard Holober, Trustee Wayne Lee, and Student Trustee Lesly Ta

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 President Kim Lopez, and District Academic Senate President Kate Williams Browne

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

[\(Time Stamp: 1:08:54\)](#)

President Petrides stated that no reportable actions were taken in Closed Session.

DISCUSSION OF THE ORDER OF THE AGENDA

[\(Time Stamp: 1:09:13\)](#)

There are no changes.

RECOGNITION OF TRUSTEE MAURICE GOODMAN

[\(Time Stamp: 1:09:31\)](#)

Adoption of Resolution No. 23-02 Honoring Trustee Maurice Goodman was presented and read by President Petrides. Action was taken to adopt the resolution.

Motion to Approve by: Vice President Pimentel

Second by: Trustee Guingona

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: There was a video presentation of Public Comments created in honor of Trustee Maurice Goodman. It was viewed by all meeting attendees during this time and the Congratulatory Celebration

Individuals in the video that commented:

1. Michelle Amaral, Program Service Coordinator
2. Avyanna McCarthy, Future SMCCD Student
3. Bryan Palomino and Isabella Estevez, Skyline Alumni
4. CSM Football Team
5. Tim Tulloch, CSM Football Coach
6. Kristina Brower, ECE Faculty
7. Larry Owens, Faculty Owens
8. Dr. Shawnterra Moore, SSFUSD Superintendent
9. Christopher Wardell, SMCCD Student
10. Dr. Tony Jackson, Skyline Faculty
11. Grace Beltran, Skyline Faculty
12. Linda Allen, Retention Specialist
13. Sonya Pope, Division Assistant
14. Soe Hliang, CRM Administrator
15. Alexa Moore, Job Placement Coordinator
16. Kevin Chak, Bookstore Manager
17. Roger Marcelo, IT Support Technician II
18. Saba Gerbe, Counselor
19. Lora Rasmussen, Adjunct Faculty
20. Kate Williams Browne, ECE Faculty
21. Dr. Jennifer Taylor-Mendoza, CSM President
22. Dominic Goodman

RECESS FOR CONGRATULATORY CELEBRATION

[\(Time Stamp: 1:50:14\)](#)

The Board recessed at 6:42 p.m. to congratulate and celebrate Trustee Goodman. Light refreshments were served.

RECONVENED TO OPEN SESSION

[\(Time Stamp: 1:55:00\)](#)

The meeting reconvened from celebration at 6:59 p.m.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

[*\(Time Stamp: 1:55:17\)*](#)

- ***Chancellor Claire*** congratulated Vice Mayor Goodman. The District is not charging students or employees for taking COVID tests.
- ***President Moreno*** congratulated Vice Mayor Goodman. Graduated Skyline's Men's and Women's Basketball teams for making it to the playoffs. Acknowledged the Bioscope and Biomanufacturing Clubs on their contribution to high schools in the area. Free digital textbooks offered at Skyline College Library.
- ***President Taylor-Mendoza*** acknowledged CSM's Black History Month team for all the work they did during Black History Month for staff and students. She mentioned some events that will occur during the remaining month of February.
- ***President Lopez*** acknowledged the staff, faculty, and administration for their work in facilitating the power outage emergency during the storm that occurred over the past couple of days, as the campus did lose power. The college has hosted events and activities in honor of Black History Month. In efforts to increase enrollment, 128 high school students visited the college campus, as the upcoming Summer and Fall semesters are approaching.
- ***Executive Vice Chancellor Storti*** congratulated Vice Mayor Goodman and welcomed newly appointed Trustee Lee. He acknowledged and commended the entire ITS Department for all of their hard work with monitoring all of the District's computer systems and making certain they are secure.
- ***District Academic Senate President Browne*** congratulated Vice Mayor Goodman and welcomed Trustee Lee. She provided reports from each campus' Academic Senate.

STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

[*\(Time Stamp: 2:12:57\)*](#)

- ***AFT, Local 1493***: Monica Malamud congratulated and welcomed newly appointed Trustee Lee. She requested that the Board take a more active role in making sure there is progress in negotiations. She also commented regarding the budget that was presented during the February 4 Board Retreat.
- ***CSEA, Chapter 33***: Annette Perot stated how essential all Classified Employees are within the District, and how important it is to strengthen the longevity system of these employees.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

[*\(Time Stamp: 2:22:32\)*](#)

- The following persons commented regarding part-time faculty benefits and insurance:
 - Elizabeth Inger
 - Kolo Wamba
 - Jessica Silver-Sharp
 - Barbara Baer

APPROVAL OF MINUTES

Approval of Minutes from January 10, 2023 Special Meeting (10.1)

[\(Time Stamp: 2:36:15\)](#)

Motion to Approve by: Vice President Pimentel

Second by: Trustee Guingona

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Approval of Minutes from January 25, 2023 Regular Meeting (10.2)

[\(Time Stamp: 2:36:44\)](#)

Motion to Approve by: Trustee Lee

Second by: Trustee Guingona

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Approval of Minutes from February 4, 2023 Board Retreat (10.3)

[\(Time Stamp: 2:37:15\)](#)

Motion to Approve by: Trustee Lee

Second by: Trustee Holober

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

NEW BUSINESS

Approval of Personnel Items (11.1)

[\(Time Stamp: 2:37:37\)](#)

Motion to Approve by: Trustee Guingona

Second by: Trustee Lee

Action: Approved as amended, with all Trustees voting aye.

Summary of Discussion: Director of Human Resources, David Feune was present to briefly discuss this item. He stated that staff requests to remove Item 6 and Items 10-14, of which are all under Section F of the report.

Trustee Holober stated it would be better to have more of a comprehensive review of the positions that are needing to be hired, along with the funding that goes towards these positions. This might help some of the Board Members when it comes to whether the item(s) gets approved or not.

The Board inquired about some of the positions on the report and if they are really needed.

Public Comment: None.

Re-Employment of Contract and Regular Faculty for the 2023-2024 Academic Year (11.2)

(Time Stamp: 2:59:40)

Motion to Approve by: Trustee Guingona

Second by: Trustee Lee

Action: Approved, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: District Academic Senate President Kate Williams-Browne commented.

Consideration and Approval of San Mateo County Community College District Interim Chancellor Employment Agreement (11.3)

(Time Stamp: 3:01:10)

Motion to Approve by: Trustee Guingona

Second by: Vice President Pimentel

Action: Approved as amended, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: Ingrid Vargas commented.

APPROVAL OF CONSENT AGENDA

(Time Stamp: 3:05:53)

Approval of 2022-2027 Scheduled Maintenance Five-Year Plan (12.1)

Adoption of Resolution in Support of the Skyline College Express Shuttle and Submitting an Application for San Mateo County Shuttle Program Funding for the Skyline College Express Shuttle (12.2)

Approval of Contract Award for Athletic Sports Uniforms Purchase with National Sports Apparel for College of San Mateo (12.3)

Authorization to Augment the Agreement with WeDriveU for District-wide Shuttle Transportation Services (12.5)

Curricular Additions, Deletions and Modifications - Cañada College, College of San Mateo, and Skyline College (12.6)

Motion to Approve by: Vice President Pimentel

Second by: Trustee Holober

Action: All items approved unanimously, with all Trustees voting aye, except Item 12.4. Item 12.4 was removed for discussion at the request of Vice President Pimentel.

Summary of Discussion: None.

Ratification of November and December 2022 District Warrants (12.4)

Motion to Approve by: Vice President Pimentel

Second by: Trustee Lee

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Vice President Pimentel asked if there's anything on the list that has not been competitively bid in a traditional bidding process. He asked this question in particularly to Sole Source contracts.

OTHER RECOMMENDATIONS

Approval of Non-Resident Tuition Fee, 2023-2024 (13.1)

(Time Stamp: 3:07:43)

Motion to Approve by: Trustee Lee

Second by: Trustee Holober

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Vice President Pimentel recommended Option A1 and recommended a full allocation of the Capital Outlay Fee as it pertains to International Students. There was no second to this recommendation and motion.

Student Trustee Ta asked how many students would be impacted by the increase. 600 international students would be impacted by the increase, per Vice Chancellor McVean. Student Trustee Ta stated she cannot support the increase, and she asked that the Board reconsider a lesser amount.

Additional Action: Trustee Guingona motioned to approve the staff recommendation and Trustee Lee seconded the motion. Item is approved unanimously, with all Trustees voting aye.

Public Comment: None.

Approval to Proceed with Application for State Funding to Construct Student Housing Located at Skyline College (13.2)

(Time Stamp: 3:44:44)

Motion to Approve by: Trustee Guingona

Second by: Trustee Lee

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Vice President Pimentel asked why Skyline and not Cañada. Executive Vice Chancellor Storti advised that Skyline students has a higher priority according to demographic survey that was conducted by administration.

Public Comment: None.

Break

[\(Time Stamp: 3:47:02\)](#)

The meeting recessed for Break at 8:51 p.m.

Reconvened to Open Session

[\(Time Stamp: 3:54:08\)](#)

The meeting reconvened from Break at 8:58 p.m.

Acceptance of the 2022-2023 Mid-Year Budget Report and Approval of Budgetary Transfers and Income Adjustments for the Period Ending December 31, 2022 (13.3)

[\(Time Stamp: 3:55:27\)](#)

Motion to Approve by: Trustee Lee

Second by: Trustee Guingona

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Vice President Pimentel asked why there is no capital outlay for a childcare facility to be built at Cañada College, and Executive Vice Chancellor Storti stated planning and work is still being conducted at the college.

Public Comment: None.

Approval of Recommendation to Suspend Student Health Fees for the 2023/2024 Academic Year (13.4)

[\(Time Stamp: 3:57:32\)](#)

Motion to Approve by: Vice President Pimentel

Second by: Trustee Guingona

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Chancellor Claire stated this is another opportunity or way to extend free college.

Public Comment: None.

Approval of Recommendation to Suspend Parking Fees and Parking Permit-Related Citations for the 2023/2024 Academic Year (13.5)

[\(Time Stamp: 3:58:24\)](#)

Motion to Approve by: Trustee Guingona

Second by: Vice President Pimentel

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Chancellor Claire stated this is another opportunity or way to extend free college.

Public Comment: None.

Approval of an Additional Campaign Spend with VisionPoint Marketing, LLC (13.6)

(Time Stamp: 4:00:14)

Motion to Approve by: Trustee Guingona

Second by: Trustee Lee

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Chancellor Claire stated there's all sorts of factors that go into increasing enrollment, and the District does need people to go out into the community to recruit and talk to people. Director of Public Information, Ana Pulido stated if you're not physically present, you're not a part of the conversation.

VisionPoint Marketing representatives, Vice Chancellor McVean, and Ana Pulido presented briefly on this item.

The Board commended District administration for the job they have done with the efforts to increase enrollment.

Public Comment: None.

Note: The Board voted to continue the meeting past 9:30 p.m. Motioned by Vice President Pimentel and seconded by Trustee Lee.

Note: The remaining board items may be viewed on [Board Video "2023-02-22 Board of Trustees Regular Meeting – Part II"](#)

DISCUSSION ITEMS

Proposed Changes to BP 1.02 - First Reading (14.1)

(Time Stamp: 4:16)

Summary of Discussion: Trustee Holober re-drafted Board Policy 1.02 with proposed provisions, and briefly discussed them with the Trustees so they would consider for future adoption.

Public Comment: None.

INFORMATION ITEMS

Analysis of Personnel Trends: Managers (15.1)

(Time Stamp: 12:16)

Summary of Discussion: Chancellor Claire briefly presented this item. He stated the concern is a large increase of managers on salary schedule 35, which caused administration to review the trends and do an analysis on what transpired or changed over time.

Public Comment: None.

Review of Proposed Allocation from the State COVID-19 Recovery Block Grant (15.2)

(Time Stamp: 28:55)

Summary of Discussion: Executive Vice Chancellor Storti briefly presented this item, of which he stated SMCCCD received \$9.3M of the \$650M state allocation. District administration proposes

or recommends that the Board consider \$700,000 to be used for Student Debt Discharge, \$150,000 Classroom Technology, \$150,000 for Murph Filters, and remaining amount be distributed to each of the colleges according to the state FTS. The colleges have identified some expense categories to which they feel the allocation would be best used.

The Board would like to revisit this item before making any decisions.

Public Comment: None.

Report on Proposed Agenda Items for Future Meetings (15.3)

[\(Time Stamp: 35:59\)](#)

Summary of Discussion: None.

Public Comment: None.

Report of Public Information Requests for December 2022 (15.4)

[\(Time Stamp: 36:12\)](#)

Summary of Discussion: None.

Public Comment: None.

COMMUNICATIONS

[\(Time Stamp: 36:17\)](#)

- Chancellor Claire advised there are no communications.

STATEMENTS FROM BOARD MEMBERS

[\(Time Stamp: 36:42\)](#)

- Trustee Holoher advised he will not be present at the March 22 Board Meeting.
- Trustee Lee advised he will not be present at the April 26 Board Meeting.
- Vice President Pimentel asked the Board to consider a resolution to give to District administration asking them to set a goal of 20% enrollment improvement Fall 2023 over Fall 2022. He would like for administration to review the possibility, then return to the Board informing them of what is needed to achieve the proposed goal. He would like it to be placed on the March board agenda.
- President Petrides stated the next meeting is a Regular Board Meeting on March 22, 2023.

ADJOURNMENT

Meeting adjourned at 10:10 p.m.

Submitted by

Michael Claire, Secretary