

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT BOARD AGENDA
REGULAR MEETING
November 9, 2005
District Board Room
3401 CSM Drive, San Mateo, California**

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board welcomes public discussion.

- * *The public's comments on agenda items will be taken at the time the item is discussed by the Board.*
- * *To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items"; at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*
- * *If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements need to be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations." A member of the public may also write to the Board regarding District business; letters can be addressed to 3401 CSM Drive, San Mateo CA 94402.*
- * *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three-day notice. For further information, contact the Executive Assistant to the Board at (650) 574-6550.*
- * *Regular Board meetings are taped; tapes are kept for one month.*

6:00 p.m. ROLL CALL

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES 05-11-1 Minutes of Regular Meeting of the Board of Trustees of October 26, 2005

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

05-11-1A Approval of personnel actions: changes in assignment, compensation, placement, leaves, staff allocations and classification of academic and classified personnel

Approval of Consent Agenda

All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing for Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Other recommendations

- 05-11-100B Adoption of Resolutions No. 05-18 and 05-19 – Intent to withdraw from Bay Area Community College Districts Joint Powers Agency and intent to withdraw from Protected Insurance Program for Schools Joint Powers Authority

INFORMATION REPORTS

- 05-11-1C District financial summary for the quarter ending September 30, 2005
- 05-11-2C First quarter report of Auxiliary Operations, 2005-06
- 05-11-3C Art on campus
- 05-11-4C Discussion of bond measure results

STATEMENTS FROM BOARD MEMBERS

COMMUNICATIONS

Initial contract proposal for 2005-06, submitted to the District by the American Federation of Teachers, Local 1493, dated October 12, 2005.

RECESS TO CLOSED SESSION

1. Closed Session Personnel Items
 - A. Public Employment
Employment: **College of San Mateo** – Librarian, Office of the Vice President of Instruction;
Skyline College – Office Assistant II, Business/Industry Relations Division
 - B. Public Employee Discipline, Dismissal, Release
2. Conference with labor negotiator
Agency negotiator: Harry Joel
Employee organizations: AFSCME, AFT, CSEA

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

October 26, 2005
San Mateo, California

The meeting was called to order at 6:05 p.m.

Board members present: President Miljanich, Vice-President Clerk Mandelkern, Trustees Hausman, Holober, and Schwarz; and Student Trustee Burns (arrived at 6:15)

Others present: Chancellor Galatolo, Executive Vice Chancellor Keller, Vice Chancellor Joel, Skyline President Morrow, Cañada Vice President McBride (for Cañada Interim President Mohr), CSM Vice President Claire (for CSM President Kelly), and District Academic Senate President Kapp

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

Chancellor Galatolo asked the Board to approve hearing the Information Report from Elaine Breeze of SummerHill Homes at this time to accommodate her schedule. The Board approved this request.

PRESENTATION REGARDING SAN MATEO EXECUTIVE PARK DEVELOPMENT BY SUMMERHILL HOMES (05-10-2C)

Director Christensen opened discussion and asked Elaine Breeze, Vice President of SummerHill Homes, to present the update and respond to Board questions. Ms. Breeze first mentioned that SummerHill has recently closed on its last home in the Marisol development adjacent to Skyline College. This closure will bring \$4.7 million to the District. She went on to describe some of the details of the planned San Mateo Executive Park, which will be constructed on private property adjacent to College of San Mateo. This development, which encompasses 21.9 acres, will include 77 detached homes and 112 townhouses. She added that 10% of the residences will be set aside to be sold at below-market rates. She also said that SummerHill is still working on a Project Labor Agreement, as well as the formal application process with the San Mateo Planning Commission and other agencies that are involved. Based on the time involved in these processes, she projected that it would be at least a year before the actual construction would go forward.

The Board expressed appreciation for the report.

MINUTES

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the minutes of the Regular Meeting of September 28, 2005.

Trustee Holober asked that the minutes be amended to reflect that, regarding Board Reports Nos. 05-9-105B (Contract Award for the 2005 Draining and Paving Project – Skyline College) and 05-9-106B (Contract Award for Roofing Replacement – Districtwide), these contracts were awarded to the lowest responsible bidder. Chancellor Galatolo agreed that future reports and minutes would reflect such language.

Following discussion, the motion to approve the minutes as amended carried, all members voting “Aye.”

It was moved by Trustee Hausman and seconded by Trustee Mandelkern to approve the minutes of the Study Session of October 11, 2005. The motion carried, all members voting “Aye”.

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

None

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo stated that, although no student reports will be presented this evening, his daughter Stephanie, a student at CSM, is in the audience. He asked her to say a few words. She said that part of the requirement for her

Political Science class is to attend a public meeting, such as this evening's Board meeting. She said that this is her first Political Science course and she is finding it challenging. The Chancellor added that his daughter has joined Phi Theta Kappa and expects to transfer to Cal State East Bay next semester.

Adding to CSM's written report, Vice President Claire asked for a few words from Karen Wiggins-Dowler, from CSM Child Development Center, regarding the displays in the lobby. She explained that the children enrolled in the Center were intrigued by the construction projects nearby and were watching the progress closely. She added that some of the workers at the site had become friendly with the children, encouraging them to watch and ask questions. Based on the children's interest, the Center replicated a construction site in the classroom, where the children learned basic building techniques, using real tools and wearing hardhats. The projects and photos on display are examples of the children's interest and creativity.

Executive Vice Chancellor Keller reported that the District has received a "Flex Your Power" award for its energy efficiency efforts.

District Academic Senate President Kapp reported that faculty are involved in accreditation activities as well as degree audit processes, which yielded 38 recommendations for incorporation into the process.

Copies of the Executive Statements/Reports were available for distribution at the meeting and are attached to the official minutes of record.

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 (05-10-1A)

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the actions in Board Report No. 05-10-1A.

Vice Chancellor Joel noted the following corrections to the report: 1) under Changes in Staff Allocation, in the District section, Bullet 2, the reclassification of the Senior Clerk position should be to Accounting Technician, not Accounts Payable Clerk; 2) in the section for Skyline College in Item 2, the new title should be Director of Business Services, not Director of Business Operations and the effective date for reclassification for this position, as well as for Items 4 and 5, should be July 1, 2005.

The motion carried, all members voting "Aye" to approve the report as amended.

ADOPTION OF RESOLUTION NO. 05-14, INCREASING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT (05-10-2A)

It was moved by Trustee Mandelkern and seconded by Trustee Hausman to adopt Resolution No. 05-14 to increase the District Employer Contribution for PERS and STRS retiree medical benefits, pursuant to agency agreement. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA (05-1-1CA – 05-10-5CA)

The consent Agenda consists of the following board reports:

- | | |
|-----------|---|
| 05-10-1CA | Approval of child development services with the Redwood City School District |
| 05-10-2CA | Disposition of District records |
| 05-10-3CA | Declaration of surplus property |
| 05-10-4CA | Approval of agreement with MANEX to provide training in Lean Operating Principles at United Services, a division of United Airlines |
| 05-10-5CA | Ratification of first quarter District warrants, 2005-06 |

Trustee Mandelkern asked that Board Report No. 05-10-4CA (Approval of agreement with MANEX to provide training in Lean Operating Principles at United Services, a division of United Airlines) be set aside for separate discussion.

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the Consent Agenda as amended. The motion carried, all members voting "Aye".

APPROVAL OF AGREEMENT WITH MANEX TO PROVIDE TRAINING IN LEAN OPERATING PRINCIPLES AT UNITED SERVICES, A DIVISION OF UNITED AIRLINES (05-10-4CA)

Trustee Mandelkern asked for some details on the agreement. CSM Dean of Corporate and Community Education, Sandra Mellor, reported that the State Chancellor's Office, which provides the funding for this training, asked that the District arrange to enter a partnership to provide the training and that MANEX, a non-profit organization was selected. She explained that, in some fields of technology and science, especially related to manufacturing, specific training in Lean Principles is mandatory and that, except on the most fundamental level, current District faculty do not yet have the broad experience necessary. In discussion, it was suggested that, to the extent possible, internal staff be used and that perhaps the Trustees' Fund for Program Improvement could be utilized. Chancellor Galatolo stated that the District needs to align its resources with needs and that the activities of Corporate and Community Education complement the District's academic programs.

Following discussion, the motion carried, all members voting "Aye."

APPROVAL OF AGREEMENT WITH FOOTHILL-DEANZA COMMUNITY COLLEGE DISTRICT TO PROVIDE TRAINING IN LEAN OPERATING PRINCIPLES AT UNITED SERVICES, A DIVISION OF UNITED AIRLINES (04-10-100B)

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the contract with Foothill-DeAnza Community College District in the amount not to exceed \$85,000 to provide training in Lean Operating Principles for the period September 1, 2005 through June 30, 2006. The motion carried by a vote of 4-1, with Trustee Mandelkern dissenting.

ADOPTION OF RESOLUTION NO. 05-15 OPPOSING PROPOSITION 75, PUBLIC EMPLOYEE UNION DUES, RESTRICTIONS ON POLITICAL CONTRIBUTIONS, EMPLOYEE CONSENT REQUIREMENT (05-10-101B)

It was moved by Trustee Mandelkern and seconded by Trustee Holober to adopt Resolution No. 05-15 opposing Proposition 75, Public Employee Union Dues, Restrictions on Political Contributions, Employee Consent Requirement.

Trustee Holober asked that the Resolution be amended to include the following language:

"WHEREAS, under current law, a California public employee may authorize an employer to deduct union dues which may include a portion of dues used for political activity, or may refrain from making such authorization, and may revoke such authorization at any time; and

"WHEREAS, Proposition 75 could divert resources of the unions that represent SMCCCD employees away from their duties in representing employees in the work place, resulting in reduced services to District employees; "

The Board agreed to these amendments. The motion then carried as amended, all members voting "Aye."

ADOPTION OF RESOLUTION NO. 05-16 OPPOSING PROPOSITION 76, STATE SPENDING AND SCHOOL FUNDING LIMITS (05-10-102B)

It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to adopt Resolution No. 05-16 opposing Proposition 76, State Spending and School Funding Limits. The motion carried, all members voting "Aye."

ADOPTION OF RESOLUTION NO. 05-17 OPPOSING PROPOSITION 74, PUBLIC SCHOOL TEACHERS, WAITING PERIOD FOR PERMANENT STATUS, DISMISSAL (05-10-102B)

It was moved by Trustee Holober and seconded by Trustee Mandelkern to adopt Resolution No. 05-17 opposing proposition 74, Public School Teachers, Waiting Period for Permanent Status, Dismissal. The motion carried, all members voting "Aye."

STATEMENTS FROM BOARD MEMBERS

Trustee Mandelkern reported that he has learned of Supervisor Mark Church's comments regarding performance audits and asked whether such an audit has been conducted in the District. Chancellor Galatolo said that this was a good recommendation and would be a topic for the Board retreat.

Trustee Schwarz reported that she attended the recent Arts and Olive Festival at Cañada and noticed that there appeared to be more families participating.

Trustee Holober reported that he recently spoke at a local Rotary meeting, using the excellent materials that Skyline Vice President Stroud had provided him. He said that the group to which he spoke was especially interested in the District's vocational programs and that perhaps the District should inform organizations such as the Rotary of the availability of Board members to address these groups about matters of community interest.

Student Trustee Burns reported that he expects to attend the November meeting of CCLC, which will be held locally. He also said that CSM's new Phi Theta Kappa chapter will be inaugurating its activities shortly.

COMMUNICATIONS

None

The Board recessed to Closed Session at 7:45 p.m.

The Board reconvened to Open Session at 9:10 p.m.

CLOSED SESSION ACTIONS TAKEN

President Miljanich reported that, at the Closed Session conducted earlier, 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. She also reported that the Board discussed collective bargaining matters with Chief Negotiator Joel; no action was taken.

ADJOURNMENT

It was moved by Trustee Schwarz and seconded by Trustee Hausman to adjourn the meeting. The meeting adjourned at 9:15 p.m.

The next Regular Meeting of the Board will be November 9, 2005, beginning at 6:00 p.m. in the District Board Room. This is the only Board Meeting in November.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the November 9, 2005 meeting.

Dave Mandelkern
Vice President-Clerk

BOARD REPORT NO. 05-11-1A

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Harry W. Joel, Vice-Chancellor,
Human Resources and Employee Relations, (650) 358-6767

APPROVAL OF PERSONNEL ACTIONS

Changes in assignment, compensation, placement, leaves, staff allocations and classification of academic and classified personnel:

A. Reassignment

College of San Mateo

- 1. Jane Wong** Administrative Assistant Business Services Division

Reassignment from Senior Accounting Coordinator, effective October 19, 2005. New allocation was Board approved on June 22, 2005.

B. Leave of Absence

District

- 1. Kevan Peterson** Multimedia Technician Information Technology Services Division

Correction to October 26, 2005, Board approved personal business leave of absence, from effective date of February 2, 2006, to effective date of February 1, 2006.

C. Changes in Staff Allocation

College of San Mateo

- 1. Recommend reclassification of one Admissions and Records Assistant II position (4C0012), from Grade 20 of the Classified Salary Schedule 60, to Grade 27, "Program Services Coordinator," of the Salary Schedule 60.**

This reclassification is the result of increased scope and level of responsibility, and was agreed upon with CSEA. It is also recommended that the incumbent, Margaret Skaff be placed at the new salary and job title effective August 1, 2005.

D. Short-Term, Non-Continuing Assignments

The following is a list of requested classified short-term, non-continuing services that require Board approval prior to the employment of temporary individuals to perform these services, pursuant to Assembly Bill 500 and its revisions to Education Code 88003:

<i>Location</i>	<i>Division/ Department</i>	<i>No. of Pos.</i>	<i>Date Start</i>	<i>Date End</i>	<i>Services to be performed</i>
1. Skyline	Business/Cosmetology	2	11/12/05	06/30/06	Cosmetology Aide: to assist faculty in classes where students must be closely supervised to ensure student success and safety.

BOARD REPORT NO. 05-11-100B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-superintendent
PREPARED BY: James W. Keller, Executive Vice Chancellor

ADOPTION OF RESOLUTIONS NO. 05-18 AND NO. 05-19, INTENT TO WITHDRAW FROM BAY AREA COMMUNITY COLLEGE DISTRICTS JOINT POWERS AGENCY AND INTENT TO WITHDRAW FROM PROTECTED INSURANCE PROGRAM FOR SCHOOLS JOINT POWERS AUTHORITY

The District's Risk Management program includes District membership in several insurance collectives designed to pool resources and cover risks common to community colleges. Two of the groups the District belongs to are the Bay Area Community College Districts Joint Powers Agency (BAJPA), which covers property and general liability risks, and the Protected Insurance Program for Schools (PIPS) Joint Powers Authority, which provides workers' compensation coverage. Both of these groups cover associated risks by a combination of self-insured retention (deductible) and various levels of re-insurance. The property and general liability JPA is actually a member of another JPA called SWACC. The Districts excess liability coverage is provided by still another JPA called SELF.

Each year the administration considers options and alternatives to its current Risk Management program. In order for the District to consider alternatives to the JPA risk coverage—including considering alternative JPAs, contracting on its own for various levels of insurance and re-insurance or considering third-party administrators to service claims—it is necessary to provide the BAJPA sufficient notice indicating that the District may withdraw membership.

This year, the District Administration wants to give serious consideration to alternative risk coverage for property, general liability, and for workers' compensation in order to achieve greater value at less cost to the District. As a member of JPAs the District is precluded from adjusting its own self-insured retention levels and re-insurance levels. Instead it must accept the specific plans designed for the JPA as a whole. Because the pools are comprised of small as well as large districts, the needs of the various JPA members can sometimes be very different.

In addition, since the District's operation is large and complex, it wants to consider engaging the services of third-party administrators that are more locally situated and can perhaps better serve the District's property, liability, and workers' compensation claims.

Finally, on several occasions the District Administration has expressed the inherent conflicts that arise with regard to claims submitted to the JPAs. It is not clear whether the JPA administrators can fully advocate for the District's position when it must also advocate for the membership of the JPA.

Accordingly, the Administration requests that the Board of Trustees approve two resolutions that give sufficient notice of intent to withdraw from the property and liability JPA and the workers' compensation program so that it might give meaningful consideration to alternative coverage options. Should the Administration recommend alternative programs, it will then request approval to withdraw from the Bay Area Community College Districts JPA and the Protected Insurance Program for Schools. Those recommendations if made to the Board will occur in the spring.

RECOMMENDATION

It is recommended that the Board of Trustees adopt resolutions No. 05-18 and No. 05-19 giving the required sufficient notice to the Bay Area Community College JPA and the Protected Insurance Program for Schools of the District's intent to withdraw from the respective programs.

**RESOLUTION NO. 05-18
INTENT TO WITHDRAW FROM BAY AREA COMMUNITY COLLEGE DISTRICTS
JOINT POWERS AGENCY**

WHEREAS, the Governing Board of San Mateo County Community College District ("District") shall provide for the appropriate coverage of property and liability risk in accordance with Education Code § 72506 (a), and

WHEREAS, the administration is responsible for exploring alternative approaches to appropriately covering property and liability risks, and

WHEREAS, the District is a member of the Bay Area Community College Districts Joint Powers Agency ("BAJPA") and is obligated to remain a member of BAJPA until it withdraws as member in accordance with the bylaws of BAJPA, and

WHEREAS, the District can only withdraw membership upon giving timely notice of intent to withdraw in accordance with BAJPA bylaws, and

WHEREAS, the District Administration recommends that timely intent to withdraw from the BAJPA be approved and properly noticed so that alternative risk plans can be explored and possibly implemented for the fiscal year beginning July 1, 2006,

NOW THEREFORE BE IT RESOLVED, that the District does hereby notify the authority of the District's intent to withdraw from its status as a member of the BAJPA at the end of the fiscal year, June 30, 2006; and that if the District does withdraw from the BAJPA it will notify the BAJPA sixty (60) days prior to the Program Year as to the District's final decision to withdraw from membership status of the BAJPA.

Ayes

Noes

Attest:

Dave Mandelkern, Vice President-Clerk
Board of Trustees

**RESOLUTION NO. 05-19
INTENT TO WITHDRAW FROM PROTECTED INSURANCE PROGRAM FOR SCHOOLS JOINT
POWERS AUTHORITY**

WHEREAS, the Governing Board of San Mateo County Community College District ("District") shall provide for the appropriate coverage of workers' compensation in accordance with Education Code § 72506 (a), and

WHEREAS, the administration is responsible for exploring alternative approaches to appropriately covering workers' compensation, and

WHEREAS, the District is a member of the Protected Insurance Program for Schools ("PIPS") Joint Powers Authority and is obligated to remain a member of PIPS until it withdraws as member in accordance with the bylaws of PIPS, and

WHEREAS, the District can only withdraw membership upon giving timely notice of intent to withdraw in accordance with PIPS bylaws, and

WHEREAS, the District Administration recommends that timely intent to withdraw from the PIPS be approved and properly noticed so that alternative risk plans can be explored and possibly implemented for the fiscal year beginning July 1, 2006,

NOW THEREFORE BE IT RESOLVED, that the District does hereby notify the authority of the District's intent to withdraw from its status as a member of the PIPS at the end of the fiscal year, June 30, 2006; and that if the District does withdraw from the PIPS it will notify the PIPS sixty (60) days prior to the Program Year as to the District's final decision to withdraw from membership status of the PIPS.

Ayes

Noes

Attest:

Dave Mandelkern, Vice President-Clerk
Board of Trustees

BOARD REPORT NO. 05-11-1C

TO: Members of the Board of Trustees
 FROM: Ron Galatolo, Chancellor-Superintendent
 PREPARED BY: James Keller, Executive Vice Chancellor, 358-6728

DISTRICT FINANCIAL SUMMARY FOR THE QUARTER ENDING SEPTEMBER 30, 2005

In accordance with Education Code Section 72413, the State Chancellor's Office requires submission of a Quarterly Financial Status Report (Form CCFS-311Q) and a copy of the District's financial report.

Attached is Form CCFS-311Q (Exhibit A) for the quarter ending September 30, 2005, which was forwarded to the State Chancellor's Office and the San Mateo County Superintendent of Schools on October 21, 2005.

General Fund—Unrestricted: Below is financial data for the unrestricted portion of the General Fund for the quarters ending September 30, 2004 and September 30, 2005.

	Amount		Difference	
	09/30/2004	09/30/2005	Amount	Percentage
INCOME:				
State Aid	\$ 2,037,366	\$ 6,154,240	\$ 4,116,874	N/A
Enrollment Fees	3,723,721	3,883,356	159,635	4.29%
Non-Resident Tuition	829,624	833,846	4,222	.51%
Property Taxes	368,137	0	-368,137	N/A
Interfund Transfer	0	571	571	N/A
Other Income	135,799	333,871	198,072	N/A
Total Income	\$ 7,094,647	\$ 11,205,884	\$ 4,111,237	57.95%
% of Budget	7.90%	11.80%	N/A	N/A
EXPENSES:				
Academic Salaries	\$ 7,343,604	\$ 7,997,988	\$ 654,384	8.91%
Classified Salaries	4,070,915	4,334,458	263,543	6.48%
Administrative Salaries	1,244,297	1,366,958	122,661	9.86%
Fringe Benefits	4,869,943	4,978,348	108,405	2.23%
General Supplies	340,661	424,581	83,920	24.64%
Operating Expenses	1,898,019	2,024,493	126,474	6.66%
Capital Outlay	124,083	73,754	-50,329	-40.56%
Transfer Accounts	120,000	0	-120,000	N/A
Total Expenditures	\$ 20,011,522	\$ 21,200,580	\$ 1,189,058	5.95%
% of Budget	20.05	20.89	N/A	N/A

General Fund Income increased \$4,111,237 (or 57.95%) over last year, primarily due to the payment of Principal Apportionment and increased enrollment fees.

For fiscal year 2005-2006, the District issued \$15,000,000 of Tax and Revenue Anticipation Notes, which are due to mature on June 30, 2006.

OTHER FUNDS: Included in Exhibit B are the financial data for all other funds. Total income and expenditures, comparing this same period for 2003-2004 and 2005-2006, are listed below:

Restricted General and Other Funds	Amount		Difference	
	09/30/04	09/30/05	Amount	Percentage
Total Income	\$ 10,458,895	\$ 6,350,349	\$ -4,108,546	-39.29%
Total Expenditures	\$ 13,401,127	\$ 22,017,145	\$ 8,616,018	64.30%

The Bond construction was the main reason for the expenditure increases. Incomes compared with the prior year were decreased primarily due to the changes in accounting method in recognizing income for Restricted General Fund.

REPORT ON INVESTMENTS: As of September 30, 2005, the District had on deposit \$30,977,833 in total investments with the Local Agency Investment Fund (LAIF) of the State Treasurer's Office, County Pool Investment, and a Special Deposit Bond with Wells Fargo Bank. The average yields on LAIF, County Pool and the Special Deposit Bond were 3.18%, 3.32% and 0.85%, respectively. These deposits consisted of the following sources:

<u>Fund</u>	<u>LAIF</u> <u>Investment</u>	<u>County</u> <u>Pool</u> <u>Investment</u>	<u>Certificates of</u> <u>Participation</u>	<u>Special</u> <u>Deposit</u> <u>Bond</u>	<u>Total</u> <u>Investment</u>
Unrestricted General Fund	\$ 92,499	\$ 1,276,325	\$ -0-	\$ -0-	\$ 1,368,824
Capital Outlay Fund	-0-	-0-	-0-	5,000	5,000
Agency Fund	197,452	29,406,557	-0-	-0-	29,604,009
Total Investment	\$ 289,951	\$30,682,882	\$ -0-	\$5,000	\$30,977,833

Fiscal Year 2005-2006
District:(370)SAN MATEO Quarter Ended: (Q1) September 30, 2005
Certified Date:31-Oct-05 11:18 AM

I. Historical and Current Perspectives of General Fund (Unrestricted and Restricted):

<u>Annual</u>	<u>As of June 30 for fiscal year (FY) specified.</u>			
	FY02-03	FY03-04	FY04-05	FY05-06
General Fund Revenues (Objects 8100, 8600, and 8800)	108,330,923	105,492,515	110,138,051	119,063,338
Other Financing Sources (Objects 8900)	401,770	2,373,354	1,491,517	722,979
General Fund Expenditures (Objects 1000-6000)	104,427,235	100,410,558	107,851,778	117,481,064
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	4,162,196	7,299,540	4,429,954	4,050,188
Reserve for contingency Unrestricted	3,767,728	4,105,320	3,621,524	3,798,005
Reserve for contingency Total	3,767,728	4,105,320	3,621,524	3,798,005
General Fund Ending Balance Unrestricted	5,864,741	5,842,371	6,305,861	4,352,053
General Fund Ending Balance Total	6,623,658	6,441,837	6,273,469	4,352,053
Prior-Year Adjustments	0	0	0	0
Attendance FTES	20,417	19,872	20,287	20,778
<u>Quarter</u>	<u>For the same quarter to each fiscal year (FY) specified</u>			
	FY02-03	FY03-04	FY04-05	FY05-06
General Fund Cash Balance (Excluding investments)	512,769	3,684,949	13,086,443	20,142,197

II. General Fund (Unrestricted and Restricted) Year-To-Date Revenues and Expenditures:

	Total Budget (Annual)	Actual (Year-to-Date)	Percentage %
General Fund Revenues (Objects 8100, 8600, and 8000)	119,063,338	14,835,532	12.46
Other Financing Source (Objects 8900)	722,979	53,546	7.41
General Fund Expenditures (Objects 1000-6000)	117,481,064	25,391,747	21.61
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	4,050,188	137,993	3.41

III. Has the district settled any employee contracts during this quarter? Yes No → If yes, complete the following: (If multi-year settlement, provide information for all years covered)

Salaries

Contract Period Settled (Specify)	Management		Academic(Certificated)		Classified	
	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*
Year 1	0		0		0	
Year 2	0		0		0	
Year 3	0		0		0	

* As specified in collective bargaining agreement.

Benefits

Contract Period Settled	Management Total	Academic Total	Classified Total
Year 1	0	0	0
Year 2	0	0	0
Year 3	0	0	0

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves, from cost-of-

living, etc.

IV. Did the district have significant events for the quarter(Include incurrence of long-term debt, settlement of audit citations or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANs), issuance of COPs, etc.)

Yes No

If yes, list events and their financial ramifications.(Include additional pages of explanation if needed.)

V. Does the district have significant fiscal problems that must be addressed this year? Yes No

Next year? Yes No If yes, what are the problems and what actions will be taken?

(Include additional pages of explanation if needed.)

CERTIFICATION

To the best of my knowledge, the data contained in this report are correct.

To the best of my knowledge, the data contained in this report are correct. I further certify that this report was presented at the governing board meeting held on _____ below, afforded the opportunity to be discussed and entered into the minutes of meeting.

District Chief Business Officer

Date

District Superintendent

Date

Quarter Ended: (Q1) September 30, 2005

Governing Board Meeting Date

____/____/____

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Back

San Mateo County Community College District

DISTRICT CASH FLOW SUMMARY

FOR THE QUARTER ENDING SEPTEMBER 30, 2005

	GENERAL FUND	RESTRICTED FUND	INSURANCE & Debt Services FUND	CAPITAL OUTLAY FUND	CHILD CARE FUND	STUDENT AID FUND	POST-RETIREMENT RESERVES
Beg. Cash Balance in County Treasury	26,375,759.51	2,897,627.19	7,921,901.60	138,800,330.30	239,890.49	125,818.01	-
Cash inflow from operations:							
Year-to-date Income	11,205,883.70	3,683,194.34	108,132.40	103,094.25	122,650.24	2,333,277.50	0.00
Accounts Receivable	5,448,348.66	3,191,410.82	375,446.88	1,536,694.00	113,990.92	331,093.22	702.41
Deferred Income	(3,914,547.28)	339,099.19		(13,023.00)	-	(67,112.65)	
Cash awaiting for deposit	281,850.92	404,374.84		13,903.62	(1,733.50)	10,342.09	
Total Income	39,397,295.51	10,515,706.38	8,405,480.88	140,440,999.17	474,798.15	2,733,418.17	702.41
Cash outflow for operations:							
Year to date expenditure	21,200,580.17	4,329,159.87	2,178.65	15,190,795.09	127,026.07	2,367,985.00	-
Advances / Prepaid	(597,533.71)	(115,110.51)		16,753.05	(7,012.04)		
Account Payable	3,454,258.95	1,499,449.73	481,337.51	8,567,673.23	76,484.17	(14,704.00)	(867,063.59)
Cash Balance From Operations	15,339,990.10	4,802,207.29	7,921,964.72	116,665,777.80	278,299.95	380,137.17	867,766.00
Other Cash inflow							
TRANS							
Trusts (JPA & 3CBG)							
Beg. Investment Balance							
LAI Balance	92,498.73						197,452.45
County Pool Balance	1,276,325.32						28,538,790.89
Special Bond				5,000.00			
C.O.P.			2,775,971.84				
Total Beg. Balance	1,368,824.05		2,775,971.84	5,000.00			28,736,243.34
Y.T.D. Investment Balance							
LAI Balance	92,498.73						197,452.45
County Pool Balance	1,276,325.32						29,406,556.89
Special Bond			2,778,213.61	5,000.00			
C.O.P.			2,778,213.61	5,000.00			
Y.T.D. Balance	1,368,824.05		(2,241.77)				29,604,009.34
Net Cash changes from Investment							(867,766.00)
Net changes from unrealized gain / (loss)							
Cash Balance in County Treasury	15,339,990.10	4,802,207.29	7,919,722.95	116,665,777.80	278,299.95	380,137.17	-
Net Cash (Excluding TRANS & Trusts)	15,339,990.10	4,802,207.29	7,919,722.95	116,665,777.80	278,299.95	380,137.17	-

BOARD REPORT NO. 05-11-2C

TO: Members of the Board of Trustees
 FROM: Ron Galatolo, Chancellor-Superintendent
 PREPARED BY: James W. Keller, Executive Vice Chancellor, 358-6790

FIRST QUARTER REPORT OF AUXILIARY OPERATIONS, 2005-06

The following report covers the period July 1, 2005 through September 30, 2005 for Associated Student Bodies, Bookstores and Cafeterias.

ASSOCIATED STUDENTS (Exhibits A,B,C)

Total income and expenditures for the Associated Student Body (ASB) at each College for the first quarter of 2004-05 and 2005-06 are listed below:

ASB Total Income	2004-05	2005-06	\$ Change	%Change
Cañada College ASB	\$43,635	\$44,051	\$416	1.0%
College of San Mateo ASB	72,719	47,733	-24,986	-34.4%
Skyline College ASB	55,221	55,785	564	1.0%
ASB Total Expenditures	2004-05	2005-06	\$ Change	%Change
Cañada College ASB	\$2,122	\$88	\$-2,034	-95.9%
College of San Mateo ASB	19,097	23,510	4,413	23.1%
Skyline College ASB	13,563	8,452	-5,111	-37.7%

Activity card sales remain the major source of income for the Associated Students. The Activity card fee was increased last fiscal year from \$5 to \$8.

CSM's decrease in total income is due to a timing difference with the student activity card revenue. An adjustment to this revenue was made in the current quarter. CSM's increase in total expenditures is attributed to an increase in student assistant salary expense in the current quarter. There is currently one full-time student assistant and one part-time student assistant.

Both Canada's and Skyline's decreases in total expenditures are due mainly to reductions in student activity card expenses during the current quarter.

Expenditures of the ASBs include normal operating expenses (office supplies, repairs and activity card expense) as well as student programs and club assistance supporting campus life. For the most part, expenditures have decreased compared to the prior year.

Below is a comparison of the first quarter Net Income from ASB Operations:

ASB Net Income	2004-05	2005-06	\$ Change	%Change
Cañada College ASB	\$41,513	\$43,963	\$2,450	5.9%
College of San Mateo ASB	53,622	24,222	-29,399	-54.8%
Skyline College ASB	41,658	47,333	5,675	13.6%

BOOKSTORES (Exhibit D)

The following data reflects the Bookstore operations for the first three months of the fiscal year beginning July 1, 2005 through September 30, 2005. It includes part of Summer 2005 and Fall 2005 semester sales.

Bookstore Sales	2004-05	2005-06	\$ Change	% Change
Regular Merchandise Sales	\$2,965,115	\$2,993,943	\$28,828	1.0%
Computer Products Sales	29,601	18,177	-11,424	-38.6%
Total Merchandise Sales	\$2,994,716	\$3,012,120	\$17,404	0.6%

Total merchandise sales have increased slightly by 0.6% this year compared to last year. Cost of goods sold also increased slightly by 0.67%, while operating expenses decreased by 13.9% over this same period in 2004-05. Administrative salary and benefits increased in this current quarter and the first COP interest payments were incurred in this current quarter, therefore resulting in a 30.3% net reduction to the fund balance.

Comparative figures are shown below:

Bookstore Recap	2004-05	2005-06	\$ Change	%Change
Total Merchandise Sales	\$2,994,716	\$3,012,120	\$17,404	0.6%
Cost of Goods Sold	2,251,512	2,266,703	15,191	0.67%
Gross profit	\$743,204	\$745,417	\$2,213	0.3%
Total Operating Expenses	548,348	472,067	-76,281	-13.9%
Net Income from Operations	194,856	273,350	78,494	40.3%
Interest and Other Income	37,842	46,479	8,637	23.0%
Net Income Before Other Expenses	232,698	319,829	87,131	37.4%
Other Exp-Admin Sal/Ben & COP Interest	15,230	167,487	152,257	N/A
Net Change in Fund Balance	\$218,468	\$152,342	\$-66,126	-30.3%

CAFETERIAS (Exhibit E)

Fresh & Natural operates food services at College of San Mateo, Skyline College and Cañada College. The College of San Mateo has both food services and a satellite food operation (kiosk) to serve the central campus. Café International is located at College of San Mateo and is operated by Fresh & Natural. The District's vending services contractors are Pepsi Bottling Group and Action Vending.

First quarter comparisons are noted below:

CAFETERIA FUND	2004-05	2005-06	\$ Change	% Change
Food Service Income	\$14,041	\$9,501	\$-4,540	-32.3%
Vending Income	10,968	12,492	1,524	13.9%
Interest Income	4,322	5,059	737	17.1%
Expenditures	24,510	30,493	5,983	24.4%
Net Addition/(Reduction) to Capital, includes restricted vending income	\$4,821	\$-3,441	\$-8,262	N/A

Compared to the first quarter 2004-05, vending income has increased by 13.9% (income from Pepsi and Action Vending), primarily due to Pepsi's product price increase, but with expenditures increasing by 24.4% (contracted services) over the same period, the result is a net decrease to capital. This decrease is due to higher insurance costs and repair costs incurred during the current quarter and also due to lower food service revenue at all three locations as a result of timing issues.

While income from the food service and vending contracts enables the District to provide both services, these combined resources, along with interest income, must also provide a stable Cafeteria fund not requiring support from the general fund. The fund is responsible for the long-term maintenance and upgrading of aging facilities and equipment, as well as all expenses relating to the ongoing operational requirements under the food service and vending contracts.

CAÑADA COLLEGE ASSOCIATED STUDENTS
Balance Sheet
September 30, 2005

	OPERATIONS	RESTRICTED	TOTALS
ASSETS			
Cash			
Bank Commercial	\$75,417	\$143,961	\$219,378
Bank Time Deposits	0	30,000	30,000
Total Cash	\$75,417	\$173,961	\$249,378
Receivables			
Miscellaneous Receivable	\$61	\$0	\$61
Loans Receivable	4,362	4,057	8,419
Total Receivables	\$4,423	\$4,057	\$8,480
Furniture, Fixtures & Equipment			
Less Accumulated Depreciation	(32,162)	0	(32,162)
Total Furniture, Fixtures & Equipment	\$7,889	\$0	\$7,889
TOTAL ASSETS	\$87,730	\$178,017	\$265,747
LIABILITIES AND CAPITAL			
Liabilities			
Student Representation Fee	\$0	\$8,963	\$8,963
Accounts Payable	0	72	72
Club Funds	1,500	21,201	22,700
Trust Funds	181	138,571	138,752
Loan Funds	4,845	8,095	12,940
Total Liabilities	\$6,526	\$176,901	\$183,428
Capital			
Capital, July 1, 2005	\$38,357	\$0	\$38,357
Net Income (Loss)	42,847	0	42,847
Vending Capital	0	1,116	1,116
Capital, September 30, 2005	\$81,204	\$1,116	\$82,320
TOTAL LIABILITIES AND CAPITAL	\$87,730	\$178,017	\$265,747

CAÑADA COLLEGE ASSOCIATED STUDENTS
Income Statement--Operations
For the Quarter Ending September 30, 2005

	THIS QUARTER	YEAR TO DATE
INCOME		
Activity Card Sales	\$40,418	\$40,418
ATM Income	201	201
Vending Fees	980	980
Student General	0	0
Interest	372	372
Games	0	0
Festivals/Programs	964	964
Miscellaneous Income	0	0
TOTAL INCOME	\$42,935	\$42,935
EXPENSES		
Activity Card Expense	(\$3,823)	(\$3,823)
Awards and Scholarships	0	0
Office Supplies and Services	2,210	2,210
Publicity	10	10
Conference	0	0
Program Expense	1,005	1,005
Administrative Expense	0	0
Other Expenditures	0	0
TOTAL EXPENSES	(\$598)	(\$598)
NET INCOME (LOSS) FROM ASB GOVERNMENT	\$43,533	\$43,533
Less Depreciation Expense	(686)	(686)
NET INCOME (LOSS)	\$42,847	\$42,847
VENDING		
Vending Income	\$1,116	\$1,116
Less Expense and Transfer	0	0
Net Vending Income (Loss)	\$1,116	\$1,116
Vending Capital, July 1, 2005		\$0
Vending Capital, September 30, 2005		\$1,116

COLLEGE OF SAN MATEO ASSOCIATED STUDENTS
Balance Sheet
September 30, 2005

	OPERATIONS	RESTRICTED	TOTALS
ASSETS			
Cash			
Petty Cash	\$25	\$0	\$25
Bank Commercial	180,107	32,947	213,054
Bank Time Deposits	0	0	0
District Investment Pool		344,815	344,815
Total Cash	\$180,132	\$377,762	\$557,894
Receivables			
Miscellaneous Receivable	\$9,940	\$0	\$9,940
Loans Receivable	0	1,100	1,100
Total Receivables	\$9,940	\$1,100	\$11,040
Furniture, Fixtures & Equipment			
Less Accumulated Depreciation	(\$114,185)	(\$29,419)	(\$143,604)
Total Furniture, Fixt., & Eqpt.	\$2,962	\$3,024	\$5,986
TOTAL ASSETS	\$193,034	\$381,886	\$574,920
LIABILITIES AND CAPITAL			
Liabilities			
Student Representation Fee	\$0	\$65,763	\$65,763
Accounts Payable	12,929	0	12,929
Club Funds	0	84,472	84,472
Trust Funds	0	219,674	219,674
Loan Funds	14,117	10,498	24,615
Total Liabilities	\$27,046	\$380,408	\$407,454
Capital			
Capital, July 1, 2005	\$160,410	\$0	\$160,410
Adjustment to Capital/Prior	(18,644)	0	(18,644)
Net Income (Loss)	24,222	0	24,222
Vending Capital		1,479	1,479
Capital, September 30, 2005	\$165,988	\$1,479	\$167,467
TOTAL LIABILITIES AND CAPITAL	\$193,034	\$381,886	\$574,920

COLLEGE OF SAN MATEO ASSOCIATED STUDENTS
Income Statement--Operations
For the Quarter Ending September 30, 2005

	THIS QUARTER	YEAR TO DATE
INCOME		
Activity Card Sales	\$39,809	\$39,809
ATM	632	632
Concessions	0	0
Interest	2,587	2,587
Program Income	0	0
Rec/Game Room	0	0
Miscellaneous Income	30	30
TOTAL INCOME	\$43,057	\$43,057
EXPENSES		
Awards and Scholarships	\$0	\$0
Activity Card Expense	946	946
Conference	0	0
Office Supplies	619	619
Operating Expense	0	0
Student Assistants	15,438	15,438
Equipment Repairs and Rental	0	0
Laundry Service	0	0
Concessions Expense	0	0
Programs	707	707
Other Expenditures	30	30
Unrealized Loss from Investments	0	0
TOTAL EXPENSES	\$17,740	\$17,740
NET INCOME SUBTOTAL	\$25,317	\$25,317
Less Depreciation Expense	(642)	(642)
Less Depreciation Expense - Café International	(453)	(453)
NET INCOME	\$24,222	\$24,222
VENDING		
Vending Income	4,676	\$4,676
Less Expense & Transfer	(4,676)	(4,676)
Net Vending Income	\$0	\$0
Vending Capital, July 1, 2005		\$1,479
Vending Capital, September 30, 2005		\$1,479

SKYLINE COLLEGE ASSOCIATED STUDENTS
Balance Sheet
September 30, 2005

	OPERATIONS	RESTRICTED	TOTALS
ASSETS			
Cash			
Petty Cash	\$25	\$0	\$25
Bank Commercial	8,292	135,549	143,841
District Investment Pool		415,849	415,849
Total Cash	\$8,317	\$551,398	\$559,716
Receivables			
Miscellaneous Receivable	\$277,755	\$0	\$277,755
Loans Receivable	2,609	0	2,609
Total Receivables	\$280,364	\$0	\$280,364
Furniture, Fixtures & Equipment			
Less Accumulated Depreciation	(\$81,202)	0	(\$81,202)
Total Furniture, Fixt., & Eqpt.	\$8,433	\$0	\$8,433
TOTAL ASSETS	\$297,115	\$551,398	\$848,513
LIABILITIES AND CAPITAL			
Liabilities			
Student Representation Fee	\$0	\$47,601	\$47,601
Accounts Payable	2,753	0	2,753
Club Funds	43,363	63,180	106,544
Trust Funds	141,486	315,429	456,915
Loan Funds	3,183	0	3,183
Total Liabilities	\$190,785	\$426,210	\$616,995
Capital			
Capital, July 1, 2005	\$62,443	\$0	\$62,443
Adjustment to Capital	(2,859)		(2,859)
Net Income (Loss)	46,746	0	46,746
Vending Capital		125,188	125,188
Total Capital, September 30, 2005	\$106,330	\$125,188	\$231,518
TOTAL LIABILITIES AND CAPITAL	\$297,115	\$551,398	\$848,513

SKYLINE COLLEGE ASSOCIATED STUDENTS
Income Statement--Operations
For the Quarter Ending September 30, 2005

	THIS QUARTER	YEAR TO DATE
INCOME		
Activity Card Sales	\$54,323	\$54,323
Interest	855	855
Controller of Activities	0	0
Game Room	0	0
Miscellaneous Income	20	20
TOTAL INCOME	\$55,198	\$55,198
EXPENSES		
Awards and Scholarships	\$0	\$0
Activity Card Expense	2,962	2,962
General Fund	201	201
Office Supplies	1,703	1,703
Publicity	0	0
Salaries and Benefits	2,991	2,991
Unrealized Loss on Investments	0	0
Other Expenditures	0	0
TOTAL EXPENSES	\$7,858	\$7,858
NET INCOME FROM ASB GOVERNMENT	\$47,340	\$47,340
Less Depreciation Expense	(594)	(594)
NET INCOME (LOSS)	\$46,746	\$46,746
VENDING		
Vending Income (Loss)	\$587	\$587
Less Expense and Transfer	0	0
Net Vending Income (Loss)	\$587	\$587
Vending Capital, July 1, 2005		\$124,601
Vending Capital, September 30, 2005		\$125,188

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT BOOKSTORES
Income Statement
For the Quarter Ending September 30, 2005

	Year to Date Actual	%	2005-2006 Budget
INCOME			
Merchandise Sales	\$3,012,120	100.00%	\$7,300,000
COST OF GOODS SOLD			
Merchandise Purchases	2,266,703	75.25%	5,040,851
GROSS PROFIT	\$745,417	24.75%	\$2,259,149
OPERATING EXPENSES			
Salaries	\$300,515		\$1,244,506
Benefits	68,067		356,887
Store and Office	3,733		38,322
Travel, Conference, Membership	2,974		3,000
Utilities	6,980		40,000
Contracted Services	13,476		55,000
Depreciation Expense	7,863		38,000
Outgoing Freight	-		3,000
Other Expenses	68,459		359,060
TOTAL OPERATING EXPENSES	\$472,067	15.67%	\$2,137,775
NET INCOME FROM OPERATIONS	\$273,350	9.08%	\$121,374
OTHER INCOME			
Interest	\$31,581		\$120,000
Other Income	14,898		65,459
TOTAL OTHER INCOME	\$46,479	1.54%	\$185,459
NET INCOME BEFORE OTHER EXPENSES	\$319,829	10.62%	\$306,833
OTHER EXPENSES			
Administrative Salary and Benefits	\$61,596		\$64,000
Interest Expense on Certificates of Participation (COP)	105,891		211,781
TOTAL OTHER EXPENSES	\$167,487	5.56%	\$275,781
Net Change in Fund Balance	\$152,342	5.06%	\$31,052
Capital, July 1, 2005	5,298,468		
Capital, September 30, 2005	\$5,450,811		

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT CAFETERIAS
Balance Sheet
September 30, 2005

ASSETS

Cash for Operations and Investments	\$311,471
Cash Reserve for Equipment	330,000
Accounts Receivable	5,240
Furniture, Fixtures & Equipment (Net)	54,746
TOTAL ASSETS	\$701,458

LIABILITIES AND CAPITAL

Liabilities	\$12,091
Capital, July 1, 2005	\$692,808
Adjustment to Capital	(3,441)
Capital, September 30, 2005	\$689,367
TOTAL LIABILITIES AND CAPITAL	\$701,458

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT CAFETERIAS
Income Statement
For the Quarter Ending September 30, 2005**

	Year to Date Actual	2005-2006 Budget
INCOME		
Special Service Income	\$0	\$0
Vending Income	12,492	87,700
Food Service Income	9,501	59,000
Interest	5,059	18,000
Other Income	0	0
TOTAL INCOME	\$27,052	\$164,700
EXPENSES		
Depreciation Expense	\$7,000	32,000
Service Contracts & Repairs	9,251	38,000
College Support	12,492	151,814
Unrealized Loss from Investments	-	-
Other	1,750	-
TOTAL EXPENSES	\$30,493	\$221,814
NET INCOME FROM OPERATIONS	(\$3,441)	(\$57,114)
Capital, July 1, 2005	\$692,808	
Capital, September 30, 2005	\$689,367	

Associated Students of College of San Mateo
Summary of Programs and Activities
1st Quarter Report, July 2005 – September 2005

The Associated Students of College of San Mateo (ASCSM) has had a productive Summer Session and first half of the Fall 2005 semester. This year's Student Senate is full of passionate individuals who are interested in making substantive contributions to the life of the College and governance of the College and District. Some of the highlights of the July, August and September 2005 quarter are:

Ongoing Activities.

In addition to participating in their weekly Student Senate meetings, the members of the ASCSM have also been actively involved with each of their standing committees, including the Academic Enhancement Committee, the Finance and Administration Committee, the Fundraising and Enterprise Committee, the Programs and Services Committee, the Public Relations Committee, the Inter-Club Council, the Legislative and Governmental Affairs Committee, the Café International Advisory Board, the Volunteer and Community Service Committee and the Ambassadors and Mentors Outreach Program Committee.

New and returning members of the ASCSM Student Senate continued to participate in College and District governance committees. At the College level, student leaders are attending numerous committee meetings, including the College Council, the Faculty Academic Senate, the Committee on Instruction, the Enrollment Management Committee, the Diversity in Action Group (formerly College Diversity Advisory Committee), the College Auxiliary Services Advisory Committee and the CSM Connects Service Learning Advisory Committee. At the District level, students are also involved in the District Shared Governance Council, the District Auxiliary Services Advisory Committee and the District Student Council.

At the statewide and national levels, CSM student leaders are involved with the California Student Association of Community Colleges (CalSACC), the State Student Senate and the American Student Association of Community Colleges (ASACC).

The ASCSM, in cooperation with the Student Activities Office, continued to issue credit card style student and staff ID Cards to the college community. To date, the AS has issued thousands of ID cards to students, faculty, staff and administrators.

To further increase the value of the CSM ID Card, the ASCSM has continued to expand and sponsor the Merchant Discount Program. This program provides a list of discount opportunities available to students, faculty, staff and administrators at on-campus AS-sponsored events, club events, local merchants, national chains and on the Internet, and includes movie theaters, restaurants, museums, art galleries, travel agencies and cultural centers.

The AS has continued to support the CSM Ambassadors Program, which coordinates and provides tours of the campus for individuals and groups interested in attending College of San Mateo.

Events and Activities.

July 2005

During the month of July, the ASCSM Student Senate held their first meeting. The group used the meeting as an opportunity to begin making plans for the semester and academic year. In order to greet new and returning students to CSM, the Senate discussed having a Welcome Week event during the first full week of classes.

August 2005

Beginning on the first day of classes and continuing until Friday, August 19, 2005, the Student Senate and the Student Activities Office sponsored the Welcome and Information booth in the plaza between Buildings 1 and 5. Student volunteers and staff provided information regarding class locations, the enrollment process and general guidance on a wide range of questions that new and returning students had.

September 2005

During the week of September 12th, the ASCSM sponsored the second-annual Welcome and Informational Fair which showcased the many Student Services available at CSM. The fair allowed students a chance to ask questions and get information about services and programs that they might not have been aware were available. Many Student Services departments participated, including Counseling and Matriculation, Transfer and Career Services, Student Employment, EOPS, the Health Center, Psychological Services and the Student Activities Office, which promoted involvement in Student Government and Student Clubs. The CSM Library, in an effort to promote the new services and materials available to students, also participated.

Between September 12th through 23rd, in celebration of Constitution Week, the Student Senate and the Student Activities Office established a display in the Student Center (Building 5) that highlighted the U.S. Constitution's ratification process. The display also included showings of the PBS documentary *Liberty: The American Revolution* and *A More Perfect Union*, a dramatization of the Constitutional Congress.

On Thursday, September 15th and Friday, September 16th, Latinos Unidos, an ASCSM Club, sponsored a Central American Independence Day Celebration and a Mexican Independence Day Celebration. The events included Aztec Dancers performing traditional dances, information about the struggle for independence in Central American countries and the sale of traditional food, which served as a fundraiser for the club.

ASCSM Goals for 2005-2006.

Some of the goals the ASCSM has set for the 2005-2006 year are as follows:

Establishing a Book Swap and/or sale program.

Working to establish better food service on campus.

Implementing better support for student clubs and organizations.

Reaching out to students who may not necessarily become involved with student government or student activities.

Creating an *ASCSM* newsletter to inform students of current campus events and issues.

Bringing more sports to CSM, including men's basketball, women's volleyball and men's and women's soccer. The ASCSM would also like to work with the Athletics Department to establish an intramural sports program and to provide for more outdoor basketball courts.

Starting a Cultural Movie Week to showcase films from around the world.

Increasing the amount of outreach to CSM's feeder high schools.

Staging a second Anti-Violence Conference to explore the causes of hate and violence in society.

Working with the A.S. organizations at Canada and Skyline to improve and expand communications and promotions between the three colleges.

Prepared by:

Steve Robison

Coordinator of Student Activities and ASCSM Advisor

College of San Mateo

**Associated Students of Skyline College
Summary of Programs and Activities
1st Quarter Report, July - September 2005**

The following is a summary highlighting the events and activities of this quarter.

Shared Governance: The students continue to serve on the following committees at Skyline College and the District:

- Accreditation Committees (WASAC)
- Art and Beautification Committee
- Bond Oversight Committee
- Bookstore Operations Committee
- Campus Auxiliary Services Advisory Committee
- College Council
- College Planning and Budget Committee
- Commencement Committee
- Curriculum Committee
- District Auxiliary Services Advisory Committee
- District Associated Students Governing Board
- District Planning and Budget Committee
- Education Policy Committee
- Health and Safety Committee
- Inter-campus Planning Committee
- Student Recognition and Awards Ceremony Planning Committee
- Student Services Council
- Student Union / Bookstore Committee

Student Handbook and Academic Planners: The ASSC assists the Student Activities Office with the distribution of the Student Handbooks. The planners arrived on campus August 15, 2005.

Recruitment of Students: The ASSC continues to encourage student participation in activities, events and student government. The ASSC is planning on conducting a survey to find out students' needs and interests.

Student Identification Cards: The Associated Students continues to produce student body cards and is working with the Public Information Office and the President's Office to provide identification cards for faculty and staff.

Student Union: The ASSC members continue to work with Swinerton, the District Office and representatives from Skyline College to review the building progress for Building 6 and Building 7A.

Skyline Organizations and Club Council (SOCC): The SOCC is currently working on an information binder and is updating the Club/Organization manual. The binder will list club/organization meeting times, upcoming events and contact information. It will be located in the Student Activities Office.

Program and Events:

Welcome Week Events, August 17 – 24, 2005.

Wednesday, August 17 and Thursday August 18, 2005.

Information Table, 8:00 a.m. to Noon and 5:00 p.m. to 8:00 p.m.
FREE Coffee and Doughnuts.
Approximately 600 students attended.

Friday, August 19, 2005.

Block Party and BBQ, 11:00 a.m. to 1:00 p.m.
In the Courtyard between Building 2 and Building 3.
Approximately 500 people attended.

Monday, August 22, 2005.

Club Fair, 10:00 a.m. to 1:00 p.m.
Information Table, 5:00 p.m. to 8:00 p.m.
Approximately 100 people attended.

Tuesday, August 23, 2005.

Ice Cream Social, 11:00 a.m. to 1:00 p.m.
Information Table, 5:00 p.m. to 8:00 p.m.
FREE Pupusas (Evening Only).
Approximately 200 People attended.

Wednesday, August 24, 2005.

Pancake Breakfast, 7:30 a.m. to 10:30 a.m.
Approximately 700 people attended.

Run-off Election for ASSC President.

Held Tuesday, September 6 and Wednesday, September 7, 2005.

BBQ on Wed. September 7, 2005, 11 a.m.-1 p.m. for voters (390).

Taylor Angel was elected 2005-2006 ASSC Governing Council President.

If you have any questions regarding this report, please contact me.

Amory Nan Cariadus, Coordinator of Student Activities
Skyline College
Phone: (650) 738-4334
Email: cariadusa@smccd.net

**Associated Students of Cañada College
Summary of Programs and Activities
1st Quarter Report, July – September 2005**

August 2005

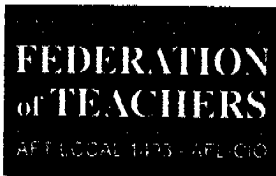
The ASCC attended a campus activity planning conference in New York, sponsored by the Association for the Promotion of Campus Activities. At the conference, both students and advisor attended workshops on event planning, campus collaboration, organization recruitment and retention techniques and personal motivation. The students also interacted with various artists and speakers. The conference was a great opportunity for students to gain new skills, meet other student leaders and generate ideas.

September 2005

Special elections were held to fill vacant positions. Eight additional senators were added to the ASCC roster.

The ASCC sponsored a Hurricane Katrina Relief Rally, to raise money for community colleges in the Gulf Coast region damaged by the hurricane. Through their efforts, ASCC was able to raise \$1,025 that was then donated to the American Association of Community Colleges.

*Prepared by: Aja Butler
Coordinator of Student Activities
Cañada College*



October 12, 2005

To: Ron Galatolo, Chancellor
San Mateo County Community College District

1700 W. Hillsdale Blvd.
Building 15, Room 131
San Mateo, CA 94402
650 574-6491

From: Joaquín J. Rivera, Co-President and Chief Negotiator
San Mateo Community College Federation of Teachers, AFT Local 1493,
AFL-CIO

Re: Contract Proposals for the 2005-2006 Contract of Academic Employees in the
San Mateo County Community College District

Please transmit these contract proposals to the Board of Trustees in order to initiate negotiations for a new contract.

Article 8 Pay and Allowances

Increase all salary schedules (Regular Faculty, Adjunct Faculty, Faculty Overload and Post-Retirement salary schedules) by 7.5% for the 2005-06 academic year.

Article 9 Health and Welfare

9.1.1 Increase the medical cap as follows effective January 1, 2006:

Employee only	\$650 per month
Employee + one	\$780 per month
Employee + 2 or more	\$1012 per month

Article 19 Part-time Employment

Provide compensation to part-timers for office hours at the rate of one hour at the lecture rate for every three hours of teaching. Part-time faculty office hour pay will be listed on the salary warrant as a separate line item.



Cañada College Board Report

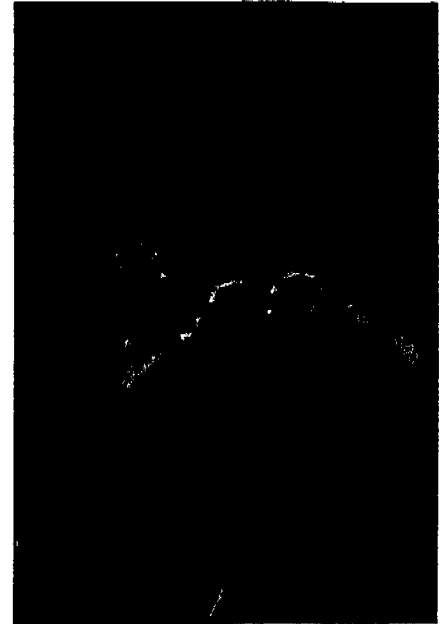


November 9, 2005

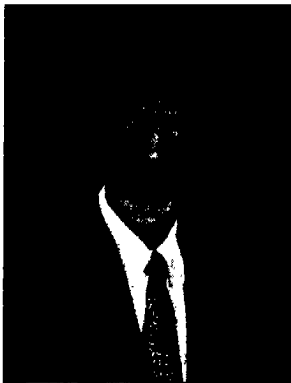
One-Act Comedies Play to Rave Reviews

The Cañada College Drama Department staged two, one-act comedies that drew large crowds and excellent reviews for the two-week run. The comedies were produced by Linda Hoy and used student actors. "For Whom the Southern Belle Tolls" and "Babel's in Arms" were held in the Flex Theater. The plays were held Oct. 27-29 and Nov. 3-5.

In addition to the plays, a special fundraiser was held in October at O.K. Magueys in Redwood City. Hosted by Capital Mortgage Lending, The Spectrum Magazine, and O.K. Magueys, the benefit featured entertainment, hors d'oeuvres and a silent auction featuring the art of David Garibaldi and Custom Designs by D.D. Jewelers.



Terrence Roberts to Lecture at Cañada on Nov. 15

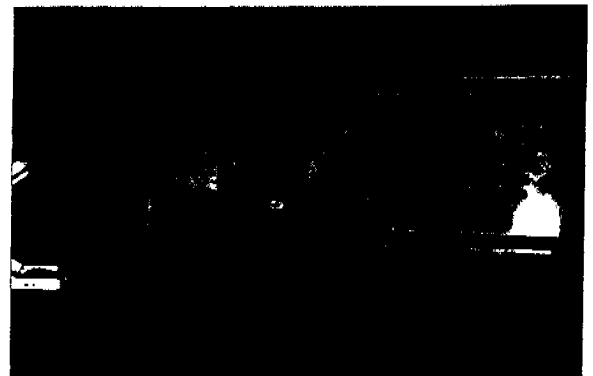


Dr. Terrence Roberts, one of the original Little Rock Nine, will present *Lessons From Little Rock*, a lecture focused on the past fight for equality and how that has evolved today. The lecture will take place in the Main Theater, Tuesday, Nov. 15, from 11 a.m. to 12:30 p.m. Roberts will meet with classified staff members in the afternoon to discuss communication and issues involving race, gender, diversity and equity. Roberts was one of the first African American students to attend school at Little Rock Central High School in 1957. Only 15-years-old at the time, Roberts and the other eight students braved angry, hateful, and sometimes violent crowds simply to attend school. His lecture and workshop are part of the Title V series of events.

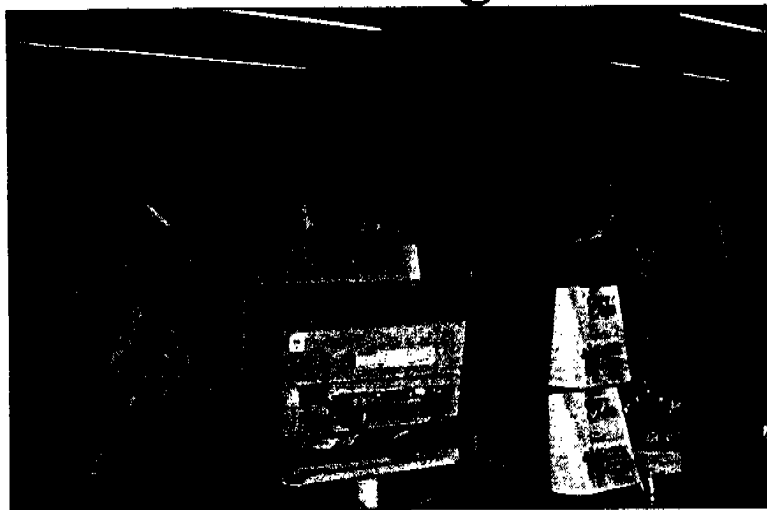
Students Learn About Oncology Careers at Special Workshop

A cancer research doctor, oncology nurse and a top executive from one of the nation's leading medical imaging company's discussed careers in fighting cancer at a special workshop held for students in October. The workshop was organized by the Cañada College Chapter of Phi Theta Kappa, the national community

college honor society; the college Pre-Med Club; and the Math, Engineering, Science, Achievement (MESA) Program. It was designed to give students an opportunity to hear directly from people who work in oncology. The three speakers talked to students about what types of jobs are available in their fields, how they got started, the pay, hours and education needed to work in the industry, and tips for how to enter the profession. The workshop filled one of the smart classrooms in the Main Theater as students were excited to learn how they can get started in an oncology career.



Bookstore Recognized For Book Rental Program



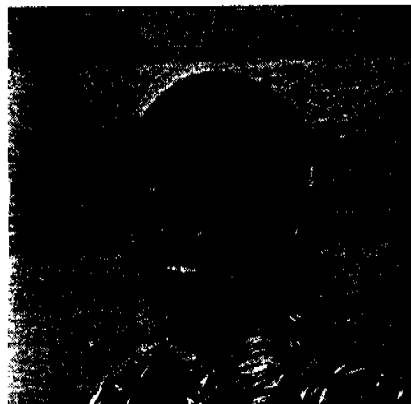
The bookstores at Cañada and Skyline were recently recognized in a lengthy San Francisco Chronicle article for efforts to reduce the costs of textbooks through an innovative textbook rental program.

The textbook rental program was launched to offset the soaring textbook prices. Students can pay up to \$900 a semester for textbooks. Cañada and Skyline's programs are two of less than two dozen such programs across the country.

At Cañada, the program is limited to textbooks for early childhood education classes, although Jai Kumar, bookstore manager, is hoping to expand the program in the future. Kumar, along with a committee of faculty members and District administrators, developed the textbook rental program which began as a pilot last summer with 400 books rented. This fall, 1,800 students at both schools have rented books.

Title V Events Feature Workshops for Faculty, Staff

Staff and faculty will have the opportunity to participate in a variety of enriching professional development opportunities in November as part of the Title V workshop and lecture series. Jennifer Bullock (pictured at right) will lead a workshop on



group dynamics and Marcos Cicerone (pictured above) will talk about learning communities and enhancing student success. The Title V Series began Nov. 4 with Dr. Laura Rendón who talked with faculty about inclusive and engaging classroom environments. Gail Sadalla of the Peninsula Conflict Resolution Center will lead a workshop on Nov. 21 for classified staff and faculty focused on conflict resolution. All of the events are made possible by the Title V Hispanic Serving Institution federal grant.

All-College Meeting to Focus on Accreditation

Dr. Deborah Blue from the Accrediting Commission will give a presentation about the accrediting process, the value to the college of the process, and discuss the college's previous recommendations at a special all-college meeting scheduled for Friday, Dec. 2. The college is currently working on the accreditation process.

Interim President Begins Outreach Effort

Interim President Tom Mohr has begun an outreach effort to help families make decisions related to college. He'll speak to Latino families at the Fair Oaks Community Center on Nov. 17. The workshops are designed to give families information about why college is important and how to choose and apply to a college.

Happenings at Cañada

November 9 through December 14, 2005

Date	Time	Event
11/10	12:45 P.M.	Learning Center presents "Personal Statement for Your Scholarship Application, Bldg 5 – Rm 105
	1:00 P.M.	Title V Professional Development Workshop - Jennifer Bullock of Peninsula Conflict Resolution Center "Facilitating Group Dynamics", Bldg 22 – Rm 114
11/11	3:00 P.M.	Men's Soccer vs. Hartnell College (away)
	3:00 P.M.	Women's Soccer vs. Mission College (home)
	6:30 P.M.	Women's Volleyball vs. Gavilan College (away)
	7:00 P.M.	Men's Basketball vs. Marin College (away)
11/15	11:10 A.M.	Title V Professional Development Series presents Dr. Terrence Roberts "Lessons from Little Rock", Main Theater
	3:00 P.M.	Women's Soccer vs. West Valley College (away)
	7:00 P.M.	Men's Soccer vs. Cabrillo (away)
11/17	12:45 P.M.	Learning Center presents " How to Make an Oral Presentation" Bldg. 5 – Rm. 105
11/19	3:00 P.M.	Men's Basketball vs. Napa Valley College (home)
11/21	10:00 A.M.	Bachelor of Science in Nursing General Information Session
	1:00 P.M.	Title V Professional Development Workshop presents Gail Sadalla of Peninsula Conflict Resolution Center "Conflict Resolution Skills", Bldg 3 – Rm. 142
11/22	1:30 P.M.	English Literature Film Series Fall 2005 presents "Apocalypse Now", Bldg 3 – Rm. 148
11/25-29	TBA	Men's Basketball/Napa Valley Wine Tournament (away)
11/29		Blood Drive
	7:00 P.M.	Men's Basketball vs. West Valley College (away)
11/30	9 A.M.	Blood Drive
	1:30 P.M.	Title V Professional Development Series presents Marcos Cicerone "Learning Communities: Enhancing Student Success", Bldg 3 – Rm. 142

12/1	12:45 P.M.	Learning Center presents "Ace Your Finals – Pulling It All Together", Bldg 5 – Rm. 105
12/1-3	TBA	Men's Basketball/Monterey Tournament (away)
12/2	1:00 P.M.	All College Meeting with guest speaker Deborah Blue from ACCJC. Bldg. 3 – Rm. 142
12/6	7:00 P.M.	Men's Basketball vs. DeAnza College (home)
12/8-10	TBA	Men's Basketball/Santa Barbara Tournnament (away)
12/8	1:30 P.M.	English/Literature Film Series Fall 2005 presents "The Wind Will Carry Us", Bldg. 3 – Rm. 148



COLLEGE of SAN MATEO

Office of the President

Executive Report to the Board of Trustees

NOVEMBER 9, 2005

FORENSICS PROGRAM FEATURED AT CONFERENCE

Dean of Technology **Martha Tilmann** and Associate Professor **Ron Brown** were presenters at the League for Innovation's annual Conference on Information Technology in Dallas, Texas. They presented a hands-on lab session, "For One Hour, Become a Computer Forensics (CF) Examiner." CSM's computer forensics program was one of several cutting-edge information technology programs in community colleges that were showcased at the conference.

HIGH SCHOOL STUDENTS VISIT CAMPUS

At the end of October, approximately 100 students from high schools in the San Mateo Union High School District participated in a field trip to CSM. During their visit, students visited many vocational programs and learned about the matriculation process, concurrent enrollment, Tech Prep, EOPS and financial aid. The event concluded with lunch and a student panel of past and present students who encouraged the high school group to continue their education and described how CSM made a difference in their lives. **Linda Avelar**, dean of business/creative arts organized the visit.

ARTICLE SPOTLIGHTS KCSM DJ

Dick Conte, long-time disc jockey with KCSM-FM, was the subject of a feature article in the October 25, 2005 issue of the *San Francisco Chronicle*. The article describes Conte's jazz background and his parallel careers as on-air jazz personality and jazz musician. He has recently completed work on a new CD, "Slow Hot Wind," a collaborative effort with other Bay Area jazz musicians which will be released at the end of the year.

EVENTS ON CAMPUS

November 15, 2:30pm - CSM's Psychological Services Department is offering a workshop, "Responding Effectively to Disruptive Behavior on Campus," for faculty and staff. Topics will include communicating behavioral expectations, resolution of classroom incidents, review of college policies, instructor's options and the role of campus security.

November 16, Noon - College of San Mateo's Dance Department will present "Dance-oholics - Unmasked!" in the South Cafeteria. The free event will feature an informal exhibition of dance from technique classes and student organizations and will showcase a new multi-cultural dance created collaboratively by CSM's Performance Dance Ensemble. Other performances include a traditional Persian dance, demonstrations by CSM students in ballet, modern, jazz, tap, ballroom and hip hop dance classes and a routine by the CSM cheerleaders.

EVENTS ON CAMPUS, CONTINUED

November 16, 8:30 pm - College of San Mateo will present "A Latin Rock Experience," in the College Theatre. It will feature former and present members of the band Malo featuring **Rudy Ramirez**, CSM instructor, playing music from early Santana, El Chicano and Cal Tjader. The event is sponsored by CSM's Diversity in Action Group and Ethnic Studies Department.

November 17, 10:10 am - Author **Toni Mirosevich**, (*The Rooms We Make Our Own* and *Queer Street*) will present "Queer Street: Mr. Rogers' New Neighborhood," as part of the President's Lecture Series: Diverse Voices in Writing. The presentation will take place in the College Theater; a book signing and reception will follow at noon in 1-115.

November 18, 8 am to 5:30 pm - CSM's Music Department will host an invitational jazz festival featuring the talent of local high school bands and Stanford University's jazz group. The festival includes a concert by the CSM Monday Evening Jazz Ensemble with special guest artist, **Dr. Greg Yasinitsky**, at 12:15 pm. In addition, there will be workshops from 1 to 2 pm on various instruments including trumpet, trombone, saxophone and drums. The entire event is free and open to the public; it will be held in the College Theatre.



SKYLINE COLLEGE
EXECUTIVE REPORT FOR THE BOARD OF TRUSTEES
NOVEMBER 9, 2005

APPRECIATION

High school counselor conference: Twenty-five counselors and coordinators from feeder high schools and community agencies attended Skyline's High School Counselor Conference on Friday, October 28. The daylong program included updates on the Concurrent Enrollment, Jump Start and Guaranteed Enrollment Program (GEPP) and a round table discussion on "hot topics" that were identified by participants. In addition, participants attended three breakout sessions on a variety of topics, including Financial Aid and Scholarships, serving our ESL students, a hands-on workshop featuring the assistive technology software used by disabled students, a PowerPoint presentation of Skyline's vocational programs, and many more. Participants had an opportunity to network with Skyline faculty and staff during the lunch hour. Participants left the conference with lots of good information and great raffle items donated by Skyline's Automotive, Cosmetology and EOPS departments. Congratulations to Dean Jennifer Hughes for providing overall leadership for this successful student services event. Thanks to the whole Outreach Team (Sandy, Jerry, Kenny, Sherri, Maria Escobar, Pablo Gonzalez) as well as the presenters: Karen Chadwick, Juanita Quintero, Sandra Verhoogen, Garry Nicol, Leigh Ann Sippel, Jeff Acidera, Linda Van Sciver, Pablo Gonzalez, Judy Lariviere, Joyce Lee, Connie Beringer, John Ho, Patty Mendoza (Campus Ambassador), and Daniel Tostado (Campus Ambassador). The one-day program was developed and implemented in collaboration with the faculty and staff of the Counseling Department, Admissions, Financial Aid, EOPS/CARE, DSPS, and the Ambassador Program. They made Skyline shine to all who attended the conference.



Sherri Hancock, Dean of Enrollment Services, led the Financial Aid breakout session at Skyline's High School Counselor Conference.



Skyline's Campus Ambassadors were introduced at the High School Counselor Conference. Ambassadors play an integral part in helping new students make the transition to college.

Skyline raises funds for Hurricane Katrina relief: It was Mardi Gras time at Skyline College on November 2 complete with a New Orleans-style lunch of hotlinks, red beans and rice, greens and cornbread as well as live jazz. The event was

sponsored by the Associated Students of Skyline College, Skyline Organization and Club Council and the Skyline College Katrina Relief Effort Committee. The event raised \$2,183 and 50% of the proceeds will be donated to International Habitat for Humanity and 50% will be donated to International Phi Theta Kappa Relief Fund to provide student scholarships for students in Louisiana and Mississippi who are in need. Thanks to the students who took leadership for this event, in particular Peter Monrroy, ASSC Vice President, who chaired the planning committee. Pictured below are Nikki Santiago, Kiaausha David, Angie Rayfield, Peter Monrroy and Claudia Lemus. Skyline also wishes to thank its friends at San Bruno Garbage Company for their support for the barbecue in the form of the provision of the grill, and donation of the charcoal, starter and staffing for the grilling of the hot links: Mario Puccinelli (also a member of Skyline's President's Council), Tammy Del Bene, Gino Gasparini, and Rich Klein. A special thanks also to the South City Jazz Band (featuring Skyline's Bill Robinson) for their lively tunes.

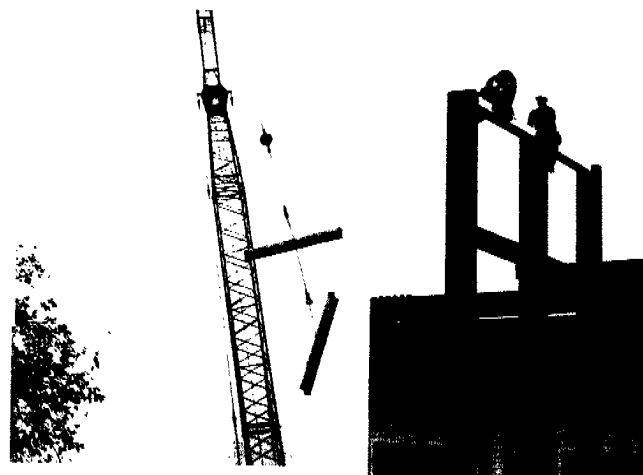
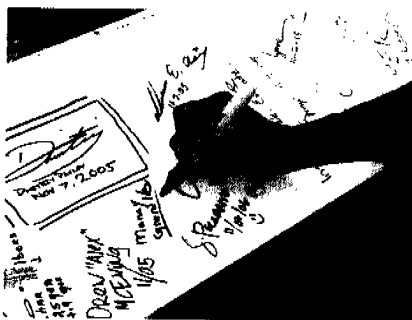


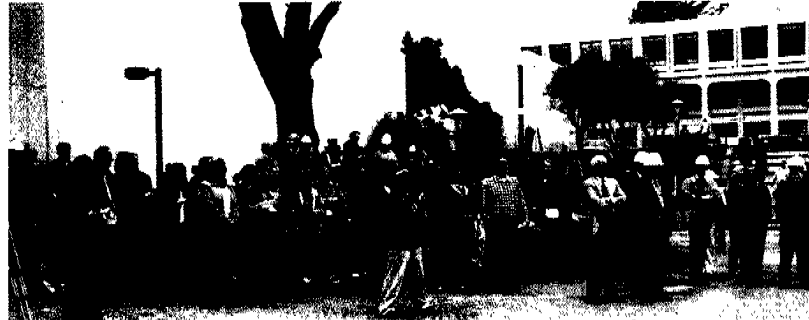
Skyline's ASSC and student organizations helped to organize the fundraising effort to benefit Katrina victims. Pictured from left to right are: Nikki Santiago, Kiaausha David, Angie Rayfield, Peter Monrroy and Claudia Lemus.



The hotlinks were delicious thanks to "Chefs" Tammy Del Bene and Mario Puccinelli of San Bruno Garbage Company.

Topping Off Ceremony held for the new Student Support and Community Service Center: The uppermost beams for the new Building 6 were signed by many dozens of Skyline students and staff, along with members of the Board of Trustees, Swinerton, Hensel Phelps, and the community. The two beams were thoroughly covered, top to bottom, front and back. They are now in their place at the topmost part of the building.





The rain held off nicely while we enjoyed the moment and looked forward to the day when we will be able to occupy the building, about January 2007. Thanks to all who joined us and to the many people who made the occasion possible and also to the many people involved in arranging for the celebration.

Dr. Firpo Carr on Germany's Black Holocaust: Skyline College had a golden learning opportunity on Wednesday when Dr. Firpo Carr spoke in the Main Theater, and showed a film, concerning the role of blacks in Germany, particularly during the Hitler era. Skyline wishes to thank Instructor Tony Jackson for arranging for Dr. Carr to come as part of the Adewole Project, funded by the President's Innovation Fund. The presentation was entitled "Hitler's Forgotten Victims." Dr. Carr is the author of *Germany's Black Holocaust: 1890-1945*.

PROGRAM NEWS

Skyline holds annual Transfer Day: Students who are interested in transferring from Skyline College had an opportunity to meet with representatives from more than 30 colleges and universities, including California State Universities, University of California, and independent and private colleges on November 4. Faculty members were also encouraged to bring their classes. Thanks to Transfer Center Coordinator, Linda Rosa Corazon, and Staff Assistant Gunilla Harshman for coordinating the event.



Transfer Day is one of the many events and activities available to students who are interested in transferring to other campuses.

Videoconference on internationalizing the curriculum: Skyline College's Business Division is hosting the Sixth National Satellite Videoconference for Community Colleges on Wednesday, November 9. The topic is "Developing and Enhancing the International Business Curriculum at the Community College."

Skyline College CITD leads statewide efforts to introduce California companies to Brazil: The Skyline College Center for International Trade Development (CITD) successfully coordinated statewide efforts to recruit California companies for a trade mission to Brazil. While in Brazil, the seven companies will have one-on-one meetings with several pre-qualified potential Brazilian partners for the import of California goods and services to Brazil. For six months, Richard Soyombo, Director, Skyline College CITD, worked with other CITDs statewide, to develop the Trade Mission.

Financial Aid Office hosts Cash for College Day: High school and community college students who attended the November 5 Cash for College Day were provided with information on financial aid and were able to take placement testing in English, Math and ESOL. Workshops on filling out the FAFSA (Free Application for Federal Student Aid) were held throughout the day as well as orientations in English, ESOL and financial aid. Skyline wishes to thank Financial Aid department staff Regina Morrison, Karen Chadwick-White, Juanita Quintero, Randy Claros, and Erika Torres as well as the Campus Ambassadors.



Financial Aid Assistant, Juanita Quintero (center) and Campus Ambassador Daniel Tostado (right) review FAFSA application with student.

SKYLINE SHINES

Skyline faculty member has article published in online journal: Congratulations to Linda Whitten for her recent publication of an article entitled ROMI: Concept, Implementation and Implications, in the online journal of the American Society of Business and Behavioral Science. She co-authored it with William J. Kehoe of the University of Virginia. The article examines the issue of measurability in marketing. It elucidates the concept of return on investment (ROI) as a platform for introducing the concept of return on marketing investment (ROMI). It examines the implementation of ROMI and considers managerial implications.

The Skyline View wins journalism awards: Skyline students won many awards—the most they've ever won during a single conference—at the Journalism Association of Community Colleges NorCal Conference held on October 22 at San Francisco State University. Skyline wishes to congratulate the following students:

Mail-ins:

General Excellence: Online Journalism

1st Place: Chris Moring - advertising

3rd Place: Neill Herbert - photo essay

Honorable Mention: Brian McKay and Fionnola Villamejor - informational graphic

Honorable Mention: Gina Murray - depth news story

Honorable Mention: Vikki Nguyen - editorial

Honorable Mention: Brian McKay - editorial

Honorable Mention: Fionnola Villamejor - news story

Honorable Mention: Alyssa Titong - profile feature story

Honorable Mention: Vikki Nguyen - profile feature story

On-the-spots:

4th Place: Daniel Sumbang - headline writing

Honorable Mention: Liezl Laurel - front page layout, tabloid

Honorable Mention: Carina Woudenberg - headline writing

Skyline College provides assistance to local Brazilian Community: The recent fire that destroyed the St. Paul's United Methodist Church on Miller Street in South San Francisco also destroyed the efforts of local Brazilian community leaders to provide basic education to its community members. The Brazilians have an arrangement to hold classes at the Church and with the blaze went their hopes. Then they remembered their relationship with Skyline's Center for International Trade Development (CITD) and approached Richard Soyombo, Director, as well as the Skyline College Chestnut Street offsite campus. Skyline assisted by allowing them to hold temporary classes at the Chestnut Center while the church is being renovated and the Brazilians look for a more permanent location. According to the Brazilians, the support of local institutions such as the CITD is one of the attractions to living on the Peninsula.

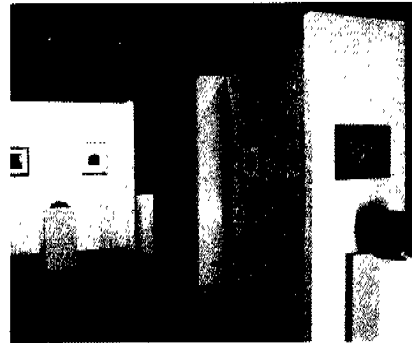
EVENTS

“Imagine...what if you could see what I see? – Student works of Ceramics, Sculpture and Photography”: Skyline is holding a student art exhibit in the Gallery Theater from November 1-30. The exhibit is opening during the following hours:

Mornings: Monday, Tuesday and Thursday: 10 am-noon

Afternoons: Tuesday: 1-3 p.m., Wednesday: 12-2, Thursday: 1-3 p.m.

Other hours by arrangement: Call 738-4282



Skyline's MOT Alumni present, Kick, November 9 and 10: *Kick* explores racial stereotyping and the American Indian mascot issue through the eyes of Grace Greene, one of the few Native American students at Newman High School. When Grace decides to take a stand against her school's "brave" mascot, she learns that sometimes sports are far more than fun and games. A facilitated discussion will be held prior to each performance with further facilitated discussion at the close of the play. Students, staff and faculty are encouraged to participate. *Kick* will be performed in Skyline's Main Theatre on Wednesday, November 9, at 2:00 p.m. and 7:00 p.m., and Thursday, November 10, at 10:00 a.m. and 1:00 p.m. For tickets, please contact Donna Elliott in the Health Center at Elliott@smccd.net.

Career Center hosts holiday job fair on November 16: Local industry representatives, and Skyline students and faculty will have a chance to share information and become more familiar with existing employment and training opportunities at the holiday job fair on November 16. Students will be able to network with more than 70 local industry representatives while learning more about part-time, full-time and seasonal employment. The Career Center is also offering to assist students in preparing their resumes prior to the job fair. The fair will be held from 9:30-1:00 p.m. in the Skyline cafeteria.