

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT BOARD AGENDA
REGULAR MEETING
July 26, 2006
District Board Room
3401 CSM Drive, San Mateo

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

- 06-7-1 Minutes of Study Session of the Board of Trustees of June 14, 2006
- 06-7-2 Minutes of Special Closed Session Meeting of the Board of Trustees of June 21, 2006
- 06-7-3 Minutes of Regular Meeting of the Board of Trustees of June 28, 2006

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

UNFINISHED BUSINESS

- 06-6-10CA Augmentation to design-build contract for athletics facilities upgrades - Districtwide

NEW BUSINESS

- 06-7-2A 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.

06-7-1CA Approval of non-subsidized tuition fees for child development centers – College of San Mateo and Skyline College

06-7-2CA Declaration of surplus property

Other recommendations

06-7-101B Adoption of Resolution No. 06-12 in support of Proposition 1D, Kindergarten-University Public Education Facilities Bond Act of 2006

06-7-102B Recommendation to pursue new curriculum development for College of San Mateo Dental Hygiene Program

INFORMATION REPORTS

STATEMENTS FROM BOARD MEMBERS

COMMUNICATIONS

RECESS TO CLOSED SESSION

1. Closed Session Personnel Items
 - A. Public Employment
Employment: Cañada College – Accounting Technician, Business Services Division; **College of San Mateo** – Counselor, Counseling/Student Services Division; **District** – Custodian, Facilities Planning and Operations; Bookstore Operations Assistant (2), CSM and Skyline
 - B. Public Employee Discipline, Dismissal, Release
2. Conference with labor negotiator
Agency negotiator: Harry Joel
Employee organization: AFT

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

Minutes
June 14, 2006
San Mateo, California

The meeting was called to order at 6:08 p.m.

Board members present: President Mandelkern; Vice President-Clerk Hausman; Trustees Holober, Miljanich and Schwarz; Student Trustee Young

Others present: Chancellor Galatolo, Vice Chancellor Joel and CFO Blackwood (for Executive Vice Chancellor Keller)

Also present: Cañada College Vice President McBride (for Interim President Mohr); CSM President Kelly; Skyline College President Morrow; and District Academic Senate President Kapp

Pledge of Allegiance

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

President Mandelkern reported that, according to District Rules & Regulations Section 2.17, Policy on Emeritus Designation, executives who retire from the District through PERS or STRS and who have served in an executive position for 10 years or more in the District shall earn the title of Emeritus (or Emerita for women). CSM President Shirley Kelly has earned the title of Emerita by virtue of her service as President in the District and is hereby honored with that title.

President Mandelkern presented an engraved crystal plaque to President Kelly, noting that the plaque had also been presented to President Kelly during CSM's commencement exercises on May 26.

SWEARING IN OF STUDENT TRUSTEE

President Mandelkern administered the Oath of Office to Richael Young, new Student Trustee for the 2006-07 academic year. Board members and others welcomed her.

UNFINISHED BUSINESS

APPROVAL OF REVISION TO DISTRICT RULES AND REGULATIONS SECTION 8.06, INVESTMENT OF DISTRICT FUNDS (06-5-13CA)

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the proposed changes to District Rules and Regulations Section 8.06, Investment of District Funds, as described in the report, to be effective immediately. The motion carried, all members voting "Aye."

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (06-6-1A)

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the actions in Board Report No. 06-6-1A. The motion carried, all members voting "Aye."

APPROVAL OF REVISION TO MISCELLANEOUS PAY RATE SALARY SCHEDULE (06-6-2A)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the revision to the Miscellaneous Pay Rate Schedule, effective June 15, 2006, to include the addition of EMT I Proctors and Health Educators, who are paid by stipend for each semester worked. The motion carried, all members voting "Aye."

BOARD REPORTS 06-6-3A THROUGH 06-6-10A

Vice Chancellor Joel presented an overview of costs associated with the contract settlements and compensation increases and responded to Board questions.

	2005-06	2006-07	2007-08	2008-09
CSEA	\$881,000	\$1,958,000	\$3,000,000	\$4,124,000
AFSCME	\$166,000	\$369,000	\$568,000	\$777,000
NON-REPS	\$658,000	\$1,463,000	\$2,251,000	\$3,082,000
TOTALS	\$1,705,000	\$3,790,000	\$5,382,000	\$7,983,000

The Board then took the following actions:

RATIFICATION OF COMPENSATION RE-OPENERS FOR THE 2004-07 CONTRACT BETWEEN THE DISTRICT AND THE AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME), LOCAL 829 (06-6-3A)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to ratify the Agreement between the District and the American Federation of State, County, and Municipal Employees (AFSCME), Local 829, as detailed in the report. The motion carried, all members voting "Aye."

RATIFICATION OF THE 2007-2010 CONTRACT BETWEEN THE DISTRICT AND THE AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME), LOCAL 829 (06-6-4A)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to ratify the Agreement between the District and the American Federation of State, County, and Municipal Employees (AFSCME), Local 829, as detailed in the report. The motion carried, all members voting "Aye."

RATIFICATION OF COMPENSATION RE-OPENERS FOR THE 2004-07 CONTRACT BETWEEN THE DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 33 (06-6-5A)

It was moved by Trustee Holober and seconded by Trustee Hausman to ratify the Agreement between the District and the California School Employees Association (CSEA), Chapter 33, as detailed in the report. The motion carried, all members voting "Aye."

RATIFICATION OF THE 2007-2010 CONTRACT BETWEEN THE DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 33 (06-6-6A)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to ratify the Agreement between the District and the California School Employees Association (CSEA), Chapter 33, as detailed in the report. The motion carried, all members voting "Aye."

RECOMMENDATION FOR COMPENSATION INCREASES FOR 2005-2006 AND 2006-2007 FOR CONTRACT AND NON-CONTRACT ADMINISTRATORS AND ACADEMIC SUPERVISORS (06-6-7A)

It was moved by Trustee Holoher and seconded by Trustee Hausman to adopt the compensation increases for contract and non-contract administrators and academic supervisors, as detailed in the report. The motion carried, all members voting “Aye.”

RECOMMENDATION FOR COMPENSATION INCREASES FOR 2007-2008 AND 2008-2009 FOR CONTRACT AND NON-CONTRACT ADMINISTRATORS AND ACADEMIC SUPERVISORS (06-6-8A)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to adopt the 2007-2008 and 2008-2009 compensation increases for contract and non-contract administrators and academic supervisors, as detailed in the report. The motion carried, all members voting “Aye.”

RECOMMENDATION FOR COMPENSATION INCREASES FOR 2005-2006 AND 2006-2007 FOR NON-REPRESENTED CLASSIFIED PROFESSIONAL/SUPERVISORY/CONFIDENTIAL EMPLOYEES (06-6-9A)

It was moved by Trustee Holoher and seconded by Trustee Schwarz to adopt the 2005-2006 and 2006-2007 compensation increases for non-represented classified professional/supervisory/confidential employees, as detailed in the report. The motion carried, all members voting “Aye.”

RECOMMENDATION FOR COMPENSATION INCREASES FOR 2007-2008 AND 2008-2009 FOR NON-REPRESENTED CLASSIFIED PROFESSIONAL/SUPERVISORY/CONFIDENTIAL EMPLOYEES (06-6-10A)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to adopt the 2007-2008 and 2008-2009 compensation increases for non-represented classified professional/supervisory/confidential employees, as detailed in the report. The motion carried, all members voting “Aye.”

CONTRACT AWARD – GYMNASIUM FLOOR REPLACEMENT, BUILDING 3, SKYLINE COLLEGE (06-6-100B)

It was moved by Trustee Holoher and seconded by Trustee Miljanich to award the contract for the Skyline College Building 3 Gymnasium Floor Replacement Project to John Plane Construction, Inc., in an amount not to exceed \$411,737. The motion carried, all members voting “Aye.”

UPDATE ON 2006 FACILITIES MASTER PLAN – DISTRICTWIDE (06-6-1C)

Executive Director of Facilities Planning and Operations Nuñez introduced the report, noting that Liz Gibbons from Steinberg Architects would present the details of the update of the Master Plan during the course of the meeting. Executive Director Nuñez stated that the Master Planning effort is proceeding as anticipated; Steinberg Architects has completed its review of previously completed physical assessments and analysis, site visits, multiple meetings with College constituent groups and open forums to identify and incorporate educational programmatic needs, and to identify issues that require creative solutions. This process has allowed Steinberg Architects to develop options that were presented at each College. Feedback was positive and constructive, allowing Steinberg to develop solutions believed to meet the goals of the 2006 Facilities Master Plan.

Ms. Gibbons presented an extensive, detailed report on the planning efforts at each of the Colleges. She emphasized the unique features of each of the Colleges while also detailing proposed solutions for to areas that are problematic at all three sites: wayfinding, signage, parking and traffic, gateways, using outdoor areas to full advantage.

The final 2006 Facilities Master Plan is to be brought to the Board for approval in August.

The Board recessed to Closed Session at 8:20 p.m.

The Board reconvened to Public Session at 9:15 p.m.

CLOSED SESSION ACTIONS TAKEN

President Mandelkern stated that, during the Closed Session just concluded, 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. He also reported that the Board discussed collective bargaining matters with Chief Negotiator Joel; no action was taken.

ADJOURNMENT

It was moved by Trustee Hausman and seconded by Trustee Schwarz to adjourn the meeting. The motion carried, all members voting "Aye." The meeting adjourned at 9:20 p.m.

The next Regular Meeting of the Board will be June 28, 2006, beginning at 6:00 p.m. in the District Board Room.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the July 26, 2006 meeting.

Helen Hausman
Vice President-Clerk

Minutes
June 21, 2006
San Mateo, California

The meeting was called to order at 3:00 p.m.

Board members present: Vice President-Clerk Hausman; Trustees Miljanich and Schwarz; and (via conference call) President Mandelkern and Trustee Holober

Others present: Chancellor Galatolo, Vice Chancellor Joel and Chief Financial Officer Blackwood

STATEMENTS FROM THE PUBLIC ON NONAGENDA ITEMS

None

The Board of Trustees recessed to Closed Session at 3:00 p.m.

The Board reconvened to Public Session at 5:15 p.m.

CLOSED SESSION ACTIONS TAKEN

During Closed Session, the Board discussed collective bargaining matters with District Chief Negotiator Joel. No action was taken.

ADJOURNMENT

It was moved by Trustee Hausman and seconded by Trustee Schwarz to adjourn the meeting. The motion carried by a vote of 3-0, all members then present voting "Aye (President Mandelkern and Trustee Holober were no longer in phone communication). The meeting adjourned at 5:15 p.m.

The next meeting of the Board will be a Study Session on June 14, 2006, beginning at 6:00 p.m. in the District Board Room.

The next Regular Meeting of the Board will be June 28, 2006, beginning at 6:00 p.m. in the District Board Room.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of July 26, 2006.

Helen Hausman
Vice President-Clerk

Minutes
June 28, 2006
San Mateo, California

The meeting was called to order at 6:07 p.m.

Board members present: President Mandelkern, Vice President-Clerk Hausman, Trustees Holober, Miljanich, and Schwarz; and Student Trustee Young

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

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the minutes of the Special Closed Session meeting of the Board of March 30, 2006. The motion carried, all members voting "Aye."

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the minutes of the Regular Meeting of the Board of April 19, 2006. The motion carried, all members voting "Aye."

It was moved by Trustee Hausman and seconded by Trustee Holober to approve the minutes of the Regular Meeting of the Board of May 17, 2006.

In discussion, Trustee Miljanich asked that the minutes of this meeting be amended to include her written comments regarding the statements from AFT members reported in the Statements from the Public on Non-Agenda Items at this meeting:

"Professor Harer, who serves as AFT co-president, said that the AFT had been bargaining with the District for nine months, beginning with the District's initial offer of 0% compensation, which the AFT considered "insulting." Recently, she said that both parties moved to consider mediation as a means to move negotiations to closure. She reported that a recent letter writing campaign, initiated by faculty members, revealed that most faculty want the AFT to hold on a bit longer in hopes of a better settlement.

"Trustee Miljanich stated that she felt comfortable speaking on behalf of the entire Board in expressing their deep respect for the faculty and appreciation for their attendance at the meeting. She expressed concern about "a climate of misinformation" noting that the Board had been informed that AFT representatives – not District representatives - had requested mediation. Vice Chancellor Joel confirmed that fact. In response, Professor Harer indicated that AFT was 'joking' about going to mediation. In addition, Trustee Miljanich commented that, to her knowledge, the Board had not given the Chancellor a salary increase as stated in the AFT newspaper. Finally, she asked the Board if any of them had ever made comments, as suggested by Professor Harer, that demonstrated disrespect for the faculty. Board members responded that they had not."

Following Trustee Miljanich's comments, the motion to approve the minutes of the May 17 meeting, as amended, carried, all members voting "Aye."

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the minutes of the Special Closed Session Meeting of the Board of June 1, 2006. The motion carried, all members voting "Aye."

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

None

STATEMENTS FROM EXECUTIVES

Executive and Student Representative reports were presented by Chancellor Galatolo, Skyline Vice President Adrian (for President Morrow), CSM President Kelly, Cañada Interim President Mohr and CFO Blackwood (for Executive Vice Chancellor Keller).

Adding to her written report, CSM President Kelly announced that Jan Roecks, Director of Community Education, has been elected the Statewide President of the Association of Community and Continuing Education.

CFO Blackwood announced that District students are now able to pay fees on-line with e-checks. She also stated that the POS system at District Bookstores will be in place within the next week.

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 (06-6-2A)**

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the actions in Board Report No. 06-6-2A. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA (06-6 1CA – 06-6-12CA)

The Consent Agenda consists of the following board reports:

06-6-1CA	Declaration of surplus property
06-6-2CA	Adoption of Resolution No. 06-9 establishing 2006-07 budget limits
06-6-3CA	Approval of student accidental injury insurance program, 2006-07
06-6-4CA	Approval of PBS membership dues and program service purchases, 2006-07 – KCSM
06-6-5CA	Approval of membership in PBS Station Independence Program (SIP), 2006-07 – KCSM
06-6-6CA	Approval of contract renewal with Descalso Lithograph, Inc., 2006-07 – KCSM
06-6-7CA	Approval of service agreement with Tele-Direct for pledge call center services, 2006-07 – KCSM
06-6-8CA	Approval of extension of agreement with Industrial Employers and Distributors (IEDA) for labor relations services
06-6-9CA	Approval of budgetary transfers for the period ending May 31, 2006 and adoption of Resolution No. 06-10 authorizing budget transfers for 2005-06
06-6-10CA	Augmentation to design - build contract for athletics facilities upgrades - Districtwide
06-6-11CA	Augmentation to design - build contract for Science Building 36 – College of San Mateo
06-6-12CA	Augmentation to design - build contract for the Student Support & Community Services Center Building 6 and Science Annex Building 7A – Skyline College

The following reports were set aside for separate consideration: 06-6-1CA, Declaration of surplus property; 06-6-10CA, Augmentation to design – build contract for athletics facilities upgrades; 06-6-11CA, Augmentation to design-build contract for Science Building 36 – College of San Mateo; and 06-6-12CA, Augmentation to design – build contract for the Student Support and Community Services Center, Building 6, and Science Annex, Building 7A - Skyline College.

It was then moved by Trustee Schwarz and seconded by Trustee Hausman to approve the Consent Agenda as amended (to include Board Reports 06-6-2CA through 06-6-9CA). The motion carried, all members voting "Aye."

DECLARATION OF SURPLUS PROPERTY (06-6-1CA)

Director of General Services Bennett provided the Board with some historical background regarding the disposition of surplus property, leading to the present system that includes a web site and a selling site called SCOVE. He noted that there are some difficulties with handling surplus items and with publicizing the availability of the items. He said that the District hopes to consult with other community college districts to determine common problems among the districts that could lead to common solutions. He added that the District is also using CraigsList and E-Bay to facilitate the disposition of items. Director Bennett also suggested that perhaps the surplus property reports could be done on a quarterly basis and asked for feedback from the Board regarding their preferences for frequency and magnitude of the reports.

Following discussion, it was moved by Trustee Holober and seconded by Trustee Hausman to declare the items specified on the report as surplus to the mission of the District and the Colleges. The motion carried, all members voting "Aye."

AUGMENTATION TO DESIGN-BUILD CONTRACT FOR ATHLETICS FACILITIES UPGRADES – DISTRICTWIDE (06-6-10CA)

This item is deferred to a meeting in the near future.

AUGMENTATION TO DESIGN-BUILD CONTRACT FOR SCIENCE BUILDING 36 – COLLEGE OF SAN MATEO (06-6-11CA)

AUGMENTATION TO DESIGN-BUILD CONTRACT FOR THE STUDENT SUPPORT & COMMUNITY SERVICES CENTER BUILDING 6 AND SCIENCE ANNEX BUILDING 7A – SKYLINE COLLEGE (06-6-12CA)

Regarding these two items, Trustee Holober expressed his concern that multi-million dollar contract augmentations appear on the Consent Agenda, especially given the potential future scrutiny to which design – build projects would be subject. Trustee Schwarz added that she had concerns about the public's perception of such costly items being handled in such a routine manner. Chancellor Galatolo stated that, while it is true that routine items, such as contract augmentations, can appear on the Consent Agenda, perhaps some guidelines are needed regarding the upper limit of the money figure and the frequency of an augmentation. President Mandelkern suggested a \$500,000 upper limit to contract augmentation on the Consent Agenda. Chancellor Galatolo stated that Director Christensen and he would work on a policy that would address these concerns.

Following discussion, it was moved by Trustee Hausman and seconded by Trustee Holober to approve items 06-6-11CA and 06-6-12CA. The motion carried, all members voting "Aye."

CURRICULAR ADDITIONS AND DELETIONS – CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (06-6-1B)

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the curricular changes for Cañada College, College of San Mateo and Skyline College, as detailed in the report. The motion carried, all members voting "Aye."

APPROVAL OF COMMUNITY SERVICES CLASSES, FALL 2006 – CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (06-6-2B)

It was moved by Trustee Hausman and seconded by Trustee Holober to approve the Community Services classes to be offered for Fall 2006 at Cañada College, College of San Mateo and Skyline College, as well as off-campus locations. The motion carried, all members voting "Aye."

CONTRACT AWARDS TO OCTAGON RISK SERVICES, INC. AND TO CLAIMS RETENTION SERVICES FOR THIRD-PARTY INSURANCE CLAIMS ADMINISTRATION (06-6-101B)

It was moved by Trustee Holober and seconded by Trustee Hausman to award a five-year contract to provide third party administration of the District's workers' compensation program to Octagon Risk Services at a three-year cost of \$101,600 commencing July 1, 2006; and to award a five-year contract to provide third party administration of the District's general liability insurance claims to Claims Retention Services commencing July 1, 2006 at an annual fee of \$10,000. The motion carried, all members voting "Aye."

APPROVAL OF REVISION TO EMPLOYEE SECOND LOAN PROGRAM REQUIREMENTS (06-6-102B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to adopt the five modifications to the District's second loan program, as detailed in the report.

In response to questions from the Board, Director Christensen explained that the changes are an effort to keep first mortgages affordable. She added that, of the \$1 million authorized by the Board for this program, \$350,000 is currently in use. She added that the program is publicized via e-mail, new employee orientation and information disseminated from other cities with similar programs. She also said that, three times per year, first time homebuyers programs are offered by First Home; these services are free to all employees.

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

APPROVAL OF SERVICE AGREEMENT WITH GOODMAN MARKETING PARTNERS FOR MEMBERSHIP SERVICES, 2006-07 – KCSM (06-6-103B)

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the agreement with Goodman Marketing Partners for provision of membership acquisition and renewal services, special appeals to members, and ongoing consulting services, as detailed in the report, during the period July 1, 2006 through June 30, 2007 at a cost not to exceed \$177,000; and to award the contract for KCSM's direct mail program to Goodman Marketing Partners in San Rafael. The motion carried, all members voting "Aye."

ADOPTION OF THE 2006-07 TENTATIVE BUDGET (06-6-104B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to adopt the tentative budget detailed in the report.

CFO Blackwood presented the report, detailing the chronology of the budget process at both the State and District levels. The Board of Governors released budget change proposals in September 2005, followed by the Governor's budget, released in January 2006 and reflecting a 5.18 COLA, 3.0% growth and \$130 million in equalization. Following Senate and Assembly hearings, the Governor's May Revise included 5.92% COLA, \$29.5 M equalization, \$29.5M scheduled maintenance/instructional equipment, \$24M matriculation, and \$100M each (one-time funds) for scheduled maintenance/instructional equipment and general purpose. Further Senate and Assembly deliberations evolved to the Senate's proposal for 2% growth, \$159M equalization and minor reductions in order to fund equalization; and the Assembly's proposal for 2% growth, \$80M equalization, fee reduction from \$26 to \$20 per unit, and \$30M for matriculation.

The Conference Committee met in June and put forward the following recommendations: 1) \$159M equalization; 2) fee reduction effective January 2007; 3) \$24M matriculation; 4) \$47M one-time instructional equipment; 5) \$47M one-time scheduled maintenance; \$100M one-time funds. The Conference Committee recommendations go back to each house; each house passed the bill by June 15, with the Governor signing by June 30.

CFO Blackwood provided a detailed description of the District's budget process, which includes intensive work by the District Committee on Budget and Finance (DCBF). This committee finalized the District's resource allocation model in the Fall and, following a review of the Governor's January budget, developed scenarios for each College. The CFO visited each campus and solicited feedback on the scenarios. In March, Budget assumptions are presented to the Board and the Board finalized District goals. At each College, the Budget Committee reviewed requests for funding and refined budget assumptions. After the DCBF made scenario recommendations for the Tentative Budget, site allocations were developed and budgets were prepared that fund the FTES goals. The Tentative Budget was then finalized and brought to the Board for approval. When the Final Budget is adopted, it will be based on the Tentative Budget, allowing for changes resulting from collective bargaining negotiations, State budget changes, refinement of assumptions and costs, and 2005-06 ending balances. The Adopted Budget will be brought to the Board for approval on September 28, 2006.

Tentative Budget assumptions include the following regarding revenues: continuation of program-based funding; FTES based on College estimates; \$1M equalization; \$920K growth due to new square footage; and 5.8% COLA. Expenditures include the following: 4% inflation; substantial increase in utilities; no change to full-time faculty obligation; and best estimates for fixed costs. A preview of the Adopted Budget includes the following elements: 5.92% COLA + \$100K; \$5.167M equalization; increase in health insurance premiums; decrease in utility costs; \$3.8M in compensation settlements thus far; \$350K matriculation; \$700K for scheduled maintenance and the sake for instructional equipment;

smaller site carryovers from 2005-06 to 2006-07; and slight deficit spending. The District will continue its efforts for growth in 2006-07 to fund ongoing commitments.

Following the report, the motion to adopt the tentative budget passed, all members voting "Aye."

APPROVAL OF 2008-2012 FIVE-YEAR CAPITAL CONSTRUCTION PLAN (06-6-105B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to authorize submission of the District's 2008-2012 Five Year Capital Construction Plan to the California Community Colleges Chancellor's Office, along with related Initial and Final Project Proposals for funding.

Executive Director of Facilities Planning and Operations Nuñez summarized the report, noting that the plan reflects input received from the State Chancellor's Office review of the 2007-2011 plan and is in alignment with the District's Capital Improvement Plan (CIP), the 2001 Facilities Master Plan and emerging master plan updates. In preparing and submitting the 2008-2012 plan, the District maintains its priorities with regard to funding improvements for 1) buildings and facilities, 2) improvements and modifications to meet the needs of the physically limited, and 3) response to safety concerns. He reported that the 2008-2012 Five-Year Capital Construction Plan includes eight Initial Project Proposals (IPPs) for fiscal year 2009-2012 and six Final Project Proposals (FPPs) for fiscal year 2008-09. He noted that the printed report summarizes each project in the 2008-2012 plan to be submitted to the State.

Following Executive Director Nuñez's comments, the motion carried, all members voting "Aye."

AWARD OF CONTRACT FOR LANDSCAPE IMPROVEMENTS TO THE COLLEGE QUADRANGLE - CAÑADA COLLEGE (06-6-106B)

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to award the contract for construction of landscape improvements to the College quadrangle, Cañada College, to SJ Amoroso Co., inc. in an amount not to exceed \$1,761,000. The motion carried, all members voting "Aye."

ADOPTION OF RESOLUTION NO. 06-11 DECLARING AN EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR PROJECTS AT COLLEGE OF SAN MATEO (06-6-107B)

It was moved by Trustee Hausman and seconded by Trustee Schwarz to adopt Resolution No. 06-11, declaring an exemption under the California Environmental Quality Act (CEQA) for the projects listed in the report, thereby authorizing the District to file and post the necessary notices to CEQA. The motion carried, all members voting "Aye."

ACCEPTANCE OF GIFTS BY THE DISTRICT (06-6-2C)

The Board received the report, which detailed the gifts that have been offered for use in various departments in the Colleges from late December 2005 through mid-June 2006.

STATEMENTS FROM BOARD MEMBERS

Members of the Board reported on their attendance at the Colleges' commencement ceremonies.

COMMUNICATIONS

None.

The Board recessed to Closed Session at 8:20 p.m.

The Board reconvened to Open Session at 9:08 p.m.

CLOSED SESSION ACTIONS TAKEN

President Mandelkern reported that, at the Closed Session conducted earlier, the Board considered the personnel items listed on the printed agenda and unanimously approved the actions in Board Report No.1-A and 1-B. He also reported that the Board discussed collective bargaining matters with Chief Negotiator Joel; no action was taken.

ADJOURNMENT

It was moved by Trustee Hausman and seconded by Trustee Holober to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 9:10 p.m.

The next meeting of the Board will be a Study Session on July 12, 2006, beginning at 6:00 p.m. in the District Board Room.

The next Regular Meeting of the Board will be July 26, beginning at 6:00 p.m. in the District Board Room.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the July 26, 2006, 2006 meeting.

Helen Hausman
Vice President-Clerk

BOARD REPORT NO. 06-6-10CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: José D. Nuñez, Executive Director, Facilities Planning & Operations, 358-6836

**AUGMENTATION TO DESIGN-BUILD CONTRACT
FOR ATHLETIC FACILITIES UPGRADES, DISTRICTWIDE**

On February 11, 2004 the Board approved award of a design-build contract to Robert A. Bothman, Inc. for Districtwide Athletic Facilities Upgrades (Board Report No. 04-2-104B), under the auspices of California Education Code §81700. The Board authorized an augmentation to that contract for additional scopes of work in the amount of \$2,000,000 on April 13, 2005 (Board Report No. 05-4-104B).

The design-build process has since proceeded smoothly, as expected. During the course of completing the design development and construction document phases of the work, Bothman and the District continue to work together in the collaborative process that the design-build delivery method is intended to foster. Bothman has successfully achieved substantial completion for the awarded work, the athletic facilities are in use, and the Colleges have taken great pride in having premier athletic facilities for instructional and community use. District and College staff are very pleased with the work that Bothman has completed on this Athletics Facilities Upgrades project. In light of new funding opportunities, several additional opportunities to meet programmatic needs more effectively have been identified.

In light of the differing nature of the design-build delivery method in comparison with the traditional design-bid-build delivery method, the legislature enacted legislation specifying a proposal and award process that differs markedly from those governing the traditional delivery method. This legislation was incorporated into Education Code §81700. Section “c” of the referenced code summarizes the intent of the legislation as follows:

c) It is the intent of the Legislature to provide an optional, alternative procedure for bidding and building community college construction projects.

District staff previously conferred with County Counsel on the nature of the design-build process and the intent of the code, to ascertain that the Board may award change orders to Bothman. District staff recommends the Board authorize the following changes to the design-build contract. Each change order category has been reviewed by District staff for program inclusiveness, and for cost and time impacts. Staff has validated that the cost for each item is fair and reasonable, and each of these changes is clearly consistent with the intent of the original scope awarded. Were these items to be packaged and competitively bid, the District risks the following impacts: additional design fees associated with creation of the bid packages(s), cost escalation due to the passage of time, and costs and impacts to coordinate multiple contractors working in the same area.

- Upgrade College of San Mateo Softball Facility and adjacent areas. After experiencing the benefits of synthetic turf, end users, the design team and District staff agree it is in the best interest of the District to convert the CSM Softball Field to synthetic turf. This scope includes conversion of the existing natural turf field to synthetic turf, as well as construction of ancillary structures to support

the softball program such as a backstop, dugouts, bleachers, scoreboard, concessions and team areas, restrooms, a team drop off area and accessible parking. This scope also incorporates master plan gateway features to the sports complex, as well as development of the east-west pedestrian pathway. The sports complex gateway features will facilitate wayfinding to this important college and community facility. NTE \$3,118,000.

- Renovate the College of San Mateo Teamhouse Building 30, replace the concession stand and add accessible restrooms, develop a hall of fame feature for football and track and field, install bleachers at the football and baseball stadiums, repair the existing pedestrian path between the main campus and the sports complex, and provide other ancillary upgrades in the area including storage facilities, road repairs and safety lighting. NTE \$2,143,000.
- Erosion control at Skyline College sports complex. The large area between the baseball outfield and the soccer/track facility requires minor landscape/irrigation upgrades to improve erosion control and aesthetics of this premier facility, protecting the investment the District has already made in these areas. In addition, concrete bins for storage of materials required to maintain the synthetic fields are included in this scope. NTE \$165,000.
- Cañada College baseball field press box. During previous renovations of the baseball field, this item was programmatically required but unfunded; however, power and data to the location of a future press box were installed, in anticipation of the funding that is now available. NTE \$74,000.

The funding source for these scope additions that will greatly benefit not only the Colleges' instructional programs but also the community's use of our athletic facilities consists of redevelopment funds, local and bond funds.

RECOMMENDATION

It is recommended that the Board authorize augmentation of the existing design-build contract with Robert A. Bothman, Inc. in an amount not to exceed \$5,500,000.

BOARD REPORT NO. 06-07-2A

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

- a. John Avakian** Director, Ed Net Multimedia Initiative Office of the Vice President of Instruction

Recommend approval to continue reassignment as Director, Ed Net Multimedia Initiative, categorically funded, from July 1, 2006 through June 30, 2007.

- b. Victor Krimsley** Interim Dean of Special Projects Office of the Vice President of Instruction

Temporary, 60 % of full-time, reassignment from Interim Dean of Mathematics and Science Division, effective July 1, 2006 through December 31, 2006.

- c. Andreas Wolf** Dean of Physical Education Office of the Vice President of Instruction

Correction to the effective date of July 12, 2006 Board approved lateral transfer from Dean of Physical Education at Skyline College, from July 1, 2006 to August 1, 2006.

District

- a. Alejandro Toscano** Custodian Facilities Planning and Operations

Reassignment from Lead Custodian at the College of San Mateo to Custodian at Cañada College, per employee's request, effective July 10, 2006.

B. Changes in Staff Allocation

College of San Mateo

a. Lorena Del Mundo Program Services Coordinator EOPS/Student Services Division

Recommend approval of temporary increase in staff allocation for the 10-month position for Summer Session 2006, effective June 1, 2006 through June 29, 2006.

C. 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. CSM	President's Office/PR & Marketing	1	07/01/2006	06/30/2007	Promotions and Web Content Coordinator: to perform technical work related to the upkeep, maintenance, operation, usability, accessibility and enhancement of the College of San Mateo (CSM) website. This item was intended for June 28, 2006 Board report.
2. District	ITS	1	08/01/2006	06/30/2007	Assistant Registrar: to assist with IT special projects including Imaging, Ad Astra and Banner support on an intermittent basis.
3. Skyline	Student Services/Counseling	1	07/01/2006	05/15/2007	Program Services Coordinator: to assist with coordination of the Hermanos project, funded by the President's Innovation Fund, with particular emphasis on the recruitment of students from selected high schools for participation in the program. This item was intended for June 28, 2006 Board report.
4. Skyline	Student Services/Admissions and Records	10	07/27/2006	06/30/2007	Admissions and Records Assistant II: to assist with general admissions and registration functions, telephone work, tracking documents, imaging and other duties on an as-needed basis.

C. Short-Term, Non-Continuing Assignments (continued)

<i>Location</i>	<i>Division/ Department</i>	<i>No. of Pos.</i>	<i>Date</i>		<i>Services to be performed</i>
			<i>Start</i>	<i>End</i>	
5. Skyline	Physical Education/Athletics	2	10/15/2006	03/11/2007	Assistant Basketball Coach: to provide support necessary to Head Coaches for the Skyline College Intercollegiate Basketball Program. (One Men's and one Women's Basketball Assistant Coach)
6. Skyline	Physical Education/Athletics	1	08/16/2006	05/18/2007	Assistant Dance Coach: to assist with functions integral to the yearly Dance Production Program and ongoing choreography.
7. Skyline	Physical Education/Athletics	4	08/16/2006	12/08/2006	Assistant Coach: to provide support necessary to Head Coaches. (One Assistant Wrestling Coach, one Assistant Women's Volleyball Coach, One Men's and one Women's Soccer Assistant Coach)
8. Skyline	Physical Education/Athletics	2	01/16/2007	05/18/2007	Assistant Coach: to provide support necessary to Head Coaches. (One Men's Baseball Assistant Coach and one Women's Badminton Assistant Coach)
9. Skyline	Business/CITD/Chestnut Center	3	08/16/2006	06/30/2007	Office Assistant II: to provide office assistance on an as-needed basis.

BOARD REPORT NO. 06-7-1CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Louise Piper, Coordinator of Child Care Services, College of San Mateo, 574-6280

**APPROVAL OF NON-SUBSIDIZED TUITION FEES FOR CHILD DEVELOPMENT CENTERS
COLLEGE OF SAN MATEO AND SKYLINE COLLEGE**

The Child Development Centers at College of San Mateo and Skyline College anticipate receiving a cost of living adjustment from the Child Development Division (CDD), California State Department of Education, for 2006-07. The current contract reimbursement rate for subsidized children for the year July 1, 2006 through June 30, 2007 is \$32.44 per child per day for full-time enrollment of 3-5 year olds. Although the reimbursement rate from CDD will increase with the COLA, the reimbursement is not sufficient to cover the cost of providing child care services. As a result of an increase in expenses associated with staff salaries, food service and equipment and materials, it is necessary to increase revenue by raising tuition fees for non-subsidized families beginning in Fall 2006. These fees were last increased by five dollars per day in Fall 2003.

College of San Mateo and Skyline College seek Board approval to increase daily fees for non-subsidized children, as indicated in the table below.

	<u>Spring 2005 Fees</u>	<u>Fees Effective 8-16-06</u>	<u>Change</u>
Full-time (3-5 years)	\$38	\$43	\$5
Part-time (3-5 years)	\$33	\$38	\$5
Full-time (30-36 months)	\$50	\$55	\$5
Part-time (30-36 months)	\$40	\$45	\$5

The fees for children aged 30-36 months reflect a differential permitted by CDD as a result of increased expenses incurred given the required greater staff/child ratio for younger children. Part-time fees for both age categories are approximately 85% of the corresponding full-time rate. Mary Meta Lazarus Child Development Center at College of San Mateo and Skyline College Children's Center serve children ages 30 months to 5 years.

RECOMMENDATION

It is recommended that the Board approve the increase in fees for non-subsidized children enrolled at College of San Mateo and Skyline College Child Development Centers, effective August 16, 2006.

BOARD REPORT NO. 06-7-2CA

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Rick Bennett, Director of General Services & Bob Domenici, Senior Buyer

DECLARATION OF SURPLUS PROPERTY

In accordance with Education Code Sections 81450 and 81452, property that becomes surplus to the needs of the District will be declared as such by the Board with the method of disposal dictated by the value of this property. Board policy (Section 8.02, District Rules and Regulations) delegates the disposal, in compliance with State or local laws and regulations, to the Chancellor, Associate Chancellor, or designee.

As the Capital Improvement Program progresses, the volume and variety of surplus continues to grow. The Colleges have identified vehicles and miscellaneous equipment that is surplus to the District's needs including:

- Vehicle from the College of San Mateo

A complete listing of this equipment follows the board report. As always, the General Services Department is committed to handling this surplus in an efficient manner. The Department anticipates that local area educational institutions, non-profits, or agencies will be able to use the District's surplus equipment at the least cost to the District and the Colleges. The District is committed to handling electronic waste in a responsible manner and if it cannot sell or donate its old computers, a responsible recycler connected to the California Electronic Waste program will be contracted to recycle the District's surplus electronic waste.

RECOMMENDATION

The District recommends that the Board of Trustees declare the items specified on the attached list surplus to the mission of the District and the Colleges.

Surplus items

Quantity	Campus	Item Description	Total Value\$	Disposition Plan
1	CSM	1969 Ford F350 Truck	800.00	To be sold

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the San Mateo County Community College District supports the Kindergarten-University Public Education Facilities Bond Act of 2006 and encourages students and voters to become aware of the pros and cons of passage of the Kindergarten-University Public Education Facilities Bond Act of 2006 and the impact of its passage upon Cañada College, College of San Mateo and Skyline College

REGULARLY PASSED AND ADOPTED this 26th day of July 2006.

Ayes

Noes

Attest

Helen Hausman, Vice President-Clerk
Board of Trustees

BOARD REPORT NO. 06-7-102B

**Recommendation to pursue new curriculum development
for College of San Mateo Dental Hygiene Program**

There is no printed report for this agenda item at this time.

Inside Cañada

Featuring the people, programs, and activities that shape Cañada College

A Monthly Report for the San Mateo County Community College District Board of Trustees

July 26, 2006

Building 9 Construction Hits High Gear

Project has proceeded smoothly and ribbon-cutting is scheduled for Opening Day 2007.
Page 2

Master Planning

President Tom Mohr is set to engage campus on master planning project.

Page 4



Lucas-Woods Involved In State System Plan

The System Strategic Plan for the California Community Colleges will provide a comprehensive road map for improving student access and success.

Page 2

HP Grant Received



The Science & Technology Division earns HP Technology Grant.

Page 3

Mexican Immigrant Wins Scholarship

Gerardo Pacheco of Redwood City earns \$1,000 Univision Exito Escolar Scholarship and plans to study English, creative writing and literature.

Page 2

Olive Festival set for Sunday, October 1

The annual Arts & Olive Festival is returning bigger and better than ever.

Page 4



Student Services Retreat

More than 40 Student Services employees attend the two-day retreat to review accreditation standards and hear a detailed presentation on the construction of Building 9.

Student Services employees provided overwhelmingly positive reviews of the first annual All Student Services Retreat held June 29-30. The retreat was designed to allow the division's employees to more systematically assess programs, departments, and services to better understand what is successful and where improvements can be made.

Employees find retreat helpful

"I was really pleased to see that the staff was overwhelmingly positive in the anonymous comments they submitted as part of the retreat evaluations," said Vice President of Student Services Phyllis Lucas-Woods.



Student Services employees at Cañada attended the first annual All Student Services Retreat held June 29-30. More than 40 employees attended the retreat.

On the first day of the retreat, employees reviewed the WASC Accreditation Standard II B as it applies to Student Services and then discussed Service Area Outcomes and Student Learning Outcomes for all departments and programs in Student Services. They also discussed methods for assessing and evaluating progress on those outcomes as they are written. All levels of staff, by area, program, or department, participated in the writing of those SAO's and SLO's and discussed appropriate assessment methods and techniques. In addition, employees reviewed a draft of the new Student Services Program Review Guidelines and Manual developed

last spring by an ad hoc Student Services Committee.

"The retreat was excellent and well attended," said Financial Aid Director Margie Carrington. "I came away with a much greater applicable understanding of Student Learning Outcomes and Service Area Outcomes for my service area, financial aid. By working through hands-on exercises with my staff, we were able to write up meaningful and measurable SLO's and SAO's. This is of great benefit not only for our accreditation self-study but also for program review and planning."

Building 9 Construction Review

On Friday Merideth Marschak with Noll and Tam Architects and Anne Daley with Swinerton Construction presented a plan for how Student Services will move into the new Library and Student Resource Center and provided employees with a floor-by-floor virtual tour.

In the afternoon employees were presented information about office and workstation furniture and color schemes. Employees moving to the new building were asked to make specific selections on office chair preference, fabric color, and accent wall color.



Arts & Olive Festival



The annual Arts & Olive Festival will return to campus Sunday, Oct. 1 from 10 a.m. to 5 p.m.

The Arts & Olive Festival began in 1998 as part of the school's 30 year anniversary celebration to benefit student scholarships. The festival has since grown to be one of the largest scholarship fundraisers of the year providing much needed financial assistance to students. The celebration now brings together more than 70 vendors consisting of some of the olive industry's top experts to provide the community with olive education, olives and olive-related products, olive oil, and an abundance of quality art works and gifts. This year's festival will also serve as a kick-off to the Cañada College Performing Arts Series, sponsored by the Associated Students of Cañada College, bringing some of the Bay Area's most spectacular performers to the Peninsula.

Because of construction on the new Library and Student Resource Center (Building 9), the Frisbee lawn will not be available for this year's festival. Organizers are planning to locate vendor booths on the access road behind Building 13 which should provide shelter from the heat.

The Arts & Olive Festival continues to be one of the college's top outreach events to the local community.

Strategic planning to begin



Interim President Tom Mohr will engage the campus community on a comprehensive strategic plan for the college beginning with Opening Day ceremonies.

Mohr will present an outline for the planning process as part of his presentation to the faculty and staff on Opening Day. He said he expects to work through the shared governance process to appoint a committee that will marshal the project.

"The college has recently been involved in strategic planning so we're not starting from scratch," he said. "Part of the process will include integrating the work that has been done in the past with a vision for the future."

Mohr has extensive experience in developing strategic plans for local school districts. In addition, he has served as a consultant for districts developing strategic plans. While community colleges are different than local school districts, Mohr said the process both use for developing strategic plans is similar.

"It's important to define the institution and develop a clear mission and goals to meet that definition," he said. "It guides everything from curriculum development to hiring personnel to developing partnerships with local industry."

Two students earn Coca-Cola Scholarships



Kevin Coughlin of Redwood City and Lizbeth Mendoza of Newark have each been awarded a \$1,000 scholarship from the Coca-Cola Scholars Foundation.

Through the Coca-Cola Two-Year Colleges Scholarship Program, the foundation awards a total of 400 scholarships annually to students attending higher-education institutions granting two-year degrees.

Mendoza started at Cañada through the CBET program. She emigrated from Mexico and is now a legal citizen. She attended high school in Mexico.

Mendoza is taking computer science classes and plays volleyball. She plans to major in electrical engineering and hopes to transfer to U.C.-Berkeley to study electrical engineering.

Coughlin is a 58-year-old refugee from the Silicon Valley workforce. He plans to transfer to Santa Clara University and study psychology. He was recently awarded the Richard Harames Memorial Scholarship in Psychology.

Coughlin is a widely traveled USMC Vietnam Veteran who ultimately wants to become a chaplain at the local VA hospital.

Both students are active in the college's honor society.



Phyllis Lucas-Woods joins state system planning process

As a member of the Chief Student Services Officers Executive Committee, Lucas-Woods is working with the State Chancellor's Office to implement a strategic plan for the state system.

The State System is busy implementing a recently developed strategic plan for the California Community Colleges and as a member of the Chief Student Services Officers Executive Committee Phyllis Lucas Woods is engaged in the process.

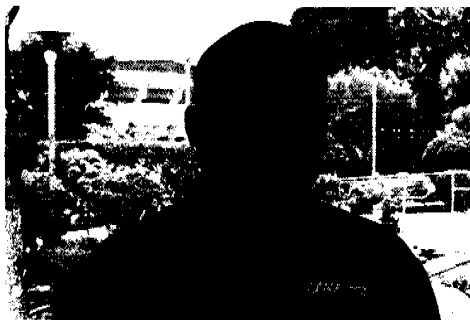
"It's a very challenging but exciting time for the state system," Lucas-Woods said. "This plan will help guide the system for years to come."

Lucas-Woods recently spent several days in Sacramento with other student service professionals meeting with state system executives to discuss how the plan will impact students.

"We discussed the state budget related to student services, English and math requirements, and how certain pieces of legislation apply to the colleges."

The state system's strategic plan was developed with input from a wide range of internal constituencies of the Community College system, as well as from external stakeholders and partners, including other segments of education, business and state agencies. A Strategic Plan Steering Committee, with representation from these stakeholder groups, developed recommendations for review by the California Community Colleges Board of Governors.

The plan addresses the major demographic, economic, and educational issues that California will face over the coming decades. It presents clear system goals, specific strategies and implementation measures, as well as methods for assessing implementation and ensuring the plan's ongoing renewal. Developed through consultation with the College's educational leaders and external partners, this plan builds on the planning and work done by individual colleges and districts, and provides a framework for all constituencies to work together.



Mexican immigrant wins scholarship

Gerardo Pacheco of Redwood City earns \$1,000 Univision Exito Escolar Scholarship. He plans to finish at Cañada and then study English, creative writing and literature.

Cañada College Professor Jennifer Castello calls Gerardo Pacheco one of the hardest working students she's seen in more than 30 years of teaching English as a Second Language (ESL).

"I wasn't surprised to hear that Gerardo had earned a scholarship," Castello said. "He has worked extremely hard to succeed in college. It's well earned."

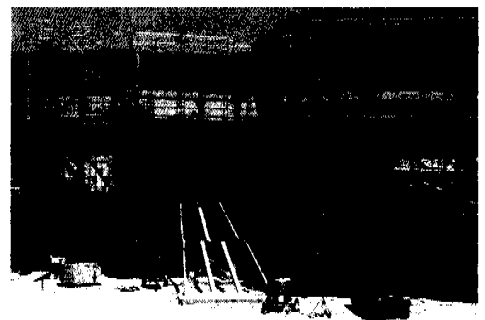
The 23-year-old Pacheco received the \$1,000 Univision Exito Escolar Scholarship at a special awards ceremony held in San Jose on Sunday, July 16. Pacheco will return to Cañada this fall to finish a few courses before transferring to a four-year university to study English, creative writing, and literature.

"Eventually, I would like to come back to Cañada as a professor," Pacheco said. "Cañada has given me so much I would like to give something back."

It hasn't been easy for Pacheco. He immigrated from Huhi, Yucatan, Mexico in 1999 and never attended high school. He enrolled in the Cañada College ESL program in 2001 and finished the program in 2003 while working a full-time job. Last spring he graduated with honors and received his associate's degree in English. He continued taking college courses and is now in position to transfer to a university to finish his final two years to earn a bachelor's degree.

"I would like to attend college in Los Angeles or possibly Long Beach," Pacheco said. "I'm also applying to San Jose State and San Francisco State universities."

This year, Univision 14 and its partners, Kentucky Fried Chicken and Mi Pueblo Food Stores, awarded \$45,000 in scholarships to Bay Area Latino students through the annual Exito Escolar educational campaign.



Building 9 construction hits high gear

Construction should be finished late this winter followed by a testing of the building's systems in spring 2007. Employees are expected to move into the building in June and a ribbon-cutting will be held at next year's Opening Day ceremonies.

Construction of the largest building in Cañada's history has gone so smoothly that Swinerton Management & Consulting Campus Construction Manager Anne Daley gets slightly nervous talking about it. The 71,000-square-foot Library and Student Resource Center is on time, on budget, and everyone continues to work well together.

The building will house a state-of-the-art library that will be open to the public, student learning center, admissions and records, financial aid, and the academic counseling center.

"This building, possessing state-of-the-art technology, will be a tremendous asset for our students - a true center of learning," said Interim President Tom Mohr.

Daley said construction workers are currently framing the interior of the building. "When it develops its skin it will really begin to become part of the campus architectural environment."

Daley said that Peter Hempel, Swinerton's project manager, is already planning for a smooth transition into the new building. Construction of the building should be completed in late February or early March, Daley said it's important to remember that it's not a "clean" finish. She said the architect will develop a punch list so workers will likely remain in the building for a couple of months addressing minor construction issues. She said all the new furniture, including the library shelving system, will be installed sometime in the spring.

"March, April and May are going to be busy months," Daley said. "There will be a lot of activities going on simultaneously as we complete the finishing touches and move people into the building."



COLLEGE of SAN MATEO

Office of the President

Executive Report to the Board of Trustees

JULY 26, 2006



CSM Grad, Yan Yan Mao

CONCURRENT ENROLLMENT STUDENT SUCCESS STORY

The extraordinary academic accomplishments of **Yan Yan Mao**, a 2006 graduate of CSM, was the subject of feature articles that appeared in the San Mateo County Times, (7/10/06) and the Examiner/Independent (7/11/06). In the same week that she graduated from CSM with an associate degree and a 3.98 grade point average, Mao also graduated as valedictorian from Hillsdale High School. Based on her age, Mao received special authorization to participate in CSM's concurrent enrollment program the summer after she graduated from eighth grade. She continued as a concurrent enrollment student throughout her high school years; every semester, she balanced a full-load of high school classes with two or three classes at CSM. This highly motivated student credits CSM professors Darryl Stanford, Jeremy Ball and Ernie Rodriguez and counselor Modesta Garcia for their assistance and influence. This fall, Mao will enter Harvard University as a philosophy major on a full scholarship. The San Mateo County Times article is online: www.insidebayarea.com/search/ci_4040472

NEW AWARD TO NURSING PROGRAM

CSM's nursing program has just been awarded \$136,504 from the California Community Colleges Chancellors' Office for 2006-07 and 2007-08. The grant will help maintain an enrollment of 60 nursing students and will cover expenses for equipment, materials, and nursing faculty and staff. This is the second grant CSM has received this year to support enrollment growth for 2006-08. In January 2006, the Peninsula Health Care District awarded CSM \$257,030 to help maintain the expanded nursing class. Both awards are intended to help address the widely-publicized nursing shortage within the county and San Francisco Bay Area.



CSM Nursing Graduates, Class of 2006

INSURANCE PROGRAM LAUNCHED

CSM in collaboration with the Workforce Investment Board, developed a new 10-week training program to prepare dislocated workers for entry-level positions in the insurance industry. The program, which concluded on June 15, was based on the recently approved insurance degree and certificate program in CSM's business division. Participants earned 13 units of college credit in the areas of accounting, business math and business communication, as well as basic insurance courses. Fourteen students have registered to take the Insurance 21 National Exam; 11 students earned Certificates of Completion; 3 earned Certificates of Participation.

COLLEGE FOR KIDS COMPLETES 14TH YEAR

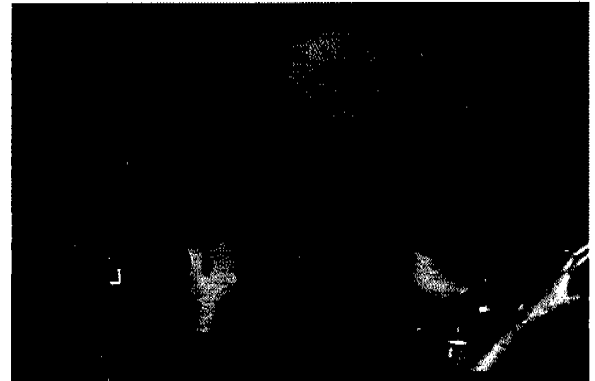
It has been another successful year for Community Education's College for Kids program as it concludes its 14th year. The Cañada program which was held in June, enrolled 68 students while the CSM program, currently in its final week, enrolled 250. Class offerings span many subject areas: math, science, language arts, sports, computer skills and creative arts. Some of this year's new classes included *Creating and Producing Your Own Video*, *Creating and Producing Your Own Music*, *3D Art Workshop*, *Journalism*, *Acting and Playwriting*, and *Television Production* (offered in partnership with KCSM). College for Kids was able to offer a record number of 24 full scholarships to low income students through a grant provided by the Electronic Arts Foundation and some matching funds from the Community Education Department.



Creative students in a College for Kids art class

EVENTS

▶ Last week, CSM's newly launched Writing Across the Curriculum (WAC) initiative sponsored an eportfolio workshop session (see photo to the left) to familiarize faculty with the development of an eportfolio system to document students' work, validate student achievement and allow faculty to study the results of their efforts. The WAC goal is to launch eportfolios in Spring 2007.



▶ On July 18, a group of 15 eighth grade students attending Crystal Spring-Uplands Bridge Program visited CSM for a campus tour, multimedia presentation and college-hosted lunch. The Bridge Program is designed for underachieving students who demonstrate academic potential; it provides encouragement for students to work toward academic success and attend college.

▶ On Saturday, July 22, CSM's Financial Aid Office, the SMCCD Coastside Office and Our Lady of the Pillar Church co-sponsored a Plan for College Workshop in Half Moon Bay to provide information about financial aid, ESL, career classes and college planning.

KUDOS

☆ An article by **Karen Wiggins-Dowler**, head teacher in CSM's Child Development Center appeared in the June issue of *iJournal*, an internet publication focusing on student services. The article, titled, "Collaborative Construction Project" discusses ways for childcare professionals to create learning exercises by involving children in construction projects.

☆ CSM's **football team** is featured on the cover of the 2006 AT&T phone book for central San Mateo County.



Obtaining the grant enables the Science & Technology Division to expand the innovative Interactive Learning Network that allows teachers to monitor students real-time as they work through problems.

Cañada College is one of 10 higher education institutions in the United States to earn the 2006 Hewlett Packard Technology for Teaching Leadership Grant.

The grant is valued at \$120,500. Cañada College will receive HP technology, including wireless tablet computers, docking stations, storage carts, inkjet printers and wireless cards, valued at \$110,000 and \$10,500 in cash.

The Hewlett Packard Technology for Teaching grant is designed to transform and improve learning in the classroom through innovative uses of technology. Cañada College is using HP wireless technology in engineering, math, and physics courses to create an Interactive Learning Network (ILN) that allows real-time student assessment and assistance with individual or group focus. The college has created a system that links notebook computers to

allow teachers to monitor students as they work through problems.

"Being able to monitor the work in real-time is a tremendous advantage for the teacher," said Amelito Enriquez, engineering and mathematics professor at Cañada and project leader. "You can see where students struggle and you can help them understand how to overcome the problem."

A team of Cañada professors was selected to present its project at the 2006 Hewlett Packard Higher Education Technology for Teaching Conference held last February in Monterey. It was one of six colleges worldwide selected to present at the conference.

"Receiving this grant for a second consecutive year is a testament to the high-level work being performed in the Science and Technology Division at the college," said Cañada President Tom Mohr. The college earned a \$74,000 Technology for Teaching grant from HP last year.



Professor Amelito Enriquez has led the effort to increase the use of technology in engineering and physics classrooms

CALENDAR OF EVENTS
For the SMCCCD Board Meeting of July 26, 2006

<u>Day / Date</u>	<u>Event</u>	<u>Location /Time</u>
Wednesdays	Farmers' Market	Lot 16 10 a.m. – 2 p.m.
Saturdays	Farmers' Market	Lot 1 9 a.m. – 1 p.m.
2 nd Friday of the month	Planetarium Show For info call 650.574.6272	Bldg 13 7:30 p.m.
Ends tomorrow July 27	College for Kids This three-week afternoon academic enrichment program provides a unique learning experience in a college environment. Participants choose a three-period schedule from courses in art, math, science, computers, language arts, foreign language, physical education and more. For more info call Community Ed at 574.6149 or smccd.edu/collegeforkids	CSM 1:15 – 4:35



SKYLINE COLLEGE
EXECUTIVE REPORT FOR THE BOARD OF TRUSTEES
JULY 26, 2006

APPRECIATION

Farewell to Andreas Wolf: Skyline bids a very fond farewell to Andreas Wolf, who will be leaving Skyline in August to serve as the Dean of Physical Education and Athletics at the College of San Mateo. Andreas has made a memorable contribution to Skyline, first in his division as it has undergone a series of dramatic transformations. He led the decision making about the important facilities changes there as well as the total transformation of our athletic fields. He led the division as it moved out of Building 3 and into swing space for a year and a half, and then, come this fall, back in again. But his contributions have extended beyond the division to college and district-wide work too, where he has shown himself to be a leader of vision, integrity, creativity and humanity. Skyline College will miss him.

Farewell to Susan Andrien: Susan Andrien, the Learning Center/TRIO Director since 2003, leaves Skyline College as of August 8 to take a new position at the College of Marin as Director of Learning Resources, where she will combine existing services into a comprehensive learning assistance program. In the short time that Susan has been at Skyline, she increased student access to tutorial services, expanded the staff of graduate tutors and developed initiatives for alternative instruction, such as Supplemental Instruction and support for learning communities. Under Susan's leadership, the Jump Start program was enlarged and its academic content enhanced. As an active participant in college activities and initiatives, Susan will be missed.

PROGRAM NEWS

Skyline Kababayan students present workshops in Hawaii:

This June, five Kababayan Program/Filipino Student Union students – Joanne Boston, Victor Eco, Nat Ramos, Nikki Santiago, and Daniel Sumbang – presented two workshops in Honolulu, Hawaii. Accompanying the group were program coordinators and advisors Liza Erpelo, Romeo Garcia, and Nate Nevado. The first presentation was a poetry workshop and discussion on Bay Area cultural

sharing held in an American Studies course at the University of Hawaii at Manoa. The second workshop was held at the 11th Biennial Filipino American National Historical Society Conference, titled "Sakadas and Beyond: Connecting Our Past to



Skyline's Kababayan students gave presentations at the University of Hawaii and at the Filipino American National Historical Society Conference.

Inspire the Future." The students collaborated with the Pilipino Youth Coalitions of San Mateo County and South Alameda County and presented a workshop called "Each One, Teach One: Creating a Community of Youth Leaders in the Bay Area." The group also participated in cultural sharing with Filipino and Filipino American youth groups, and learned about the social conditions and issues that affected Filipinos in Hawaii through tours around the island, journaling, and discussion groups.

Diversity Coordinator selected: History and Women in Transition Instructor Rosemary Bell has been selected as the Coordinator for a new annual diversity event, to be held next spring. She will be working with President Vicki Morrow, the SEEED (Stewardship for Equity, Equal Employment and Diversity) committee and faculty, staff and students across the college in the designing, planning and implementation of this event. The event will be held on Wednesday, April 18 and Thursday, April 19, 2007.

Skyline holds Sports Medicine Camp: High school and community college students, as well as youth sports coaches, participated in the second annual sports medicine camp on July 20-23 in Skyline's sports medicine facility. Led by Skyline's Head Athletic Trainer, Jo Silken, participants heard presentations by the Golden State Warriors' Professional Basketball Trainer, Tom Abdenour, as well as other instructors in the field. The camp was co-sponsored by the Warriors.



Students learned techniques for treating sports injuries at Skyline's second annual Sports Medicine Camp

College Facilities and Educational Master Planning projects completed: Skyline wishes to thank the Educational and Facilities Master Plan Task Force which met with Steinberg Architects in June to review the college's proposed Facilities Master Plan. It was later presented to the Board of Trustees. Steinberg's Power Point presentation may be viewed by clicking on [Educational and Facilities Master Planning Project](#). Skyline's Educational Master Plan is now available in its final form on Skyline's website at <http://www.smccd.edu/accounts/skypro/home.html>. In the fall, the Institutional Planning Committee will begin work on the detailed recommendations, including prioritizing and sequencing them. Decisions about possible new programs will then influence the detailed planning for new facilities at the college.

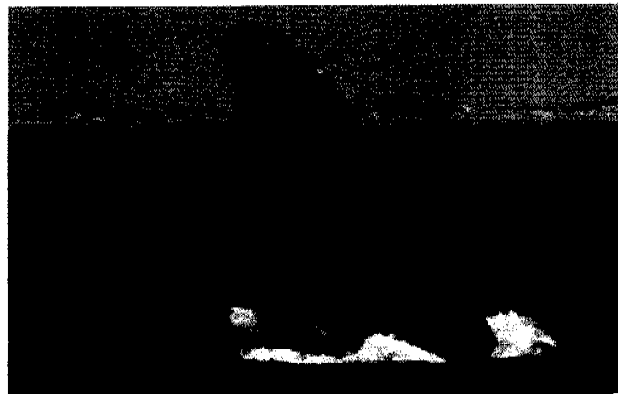
SKYLINE SHINES

Facilities moves fast during short summer closure to keep Skyline shining: Skyline College's five week summer sessions are turning out to be a great success. One consequence of this schedule change, however, is that Skyline's Facilities staff has had a shorter window during which to do some maintenance activities. Nonetheless they have completed a large number of projects, including cleaning and waxing of floors, cleaning of carpets, cleaning windows at building entrances,

grooming athletic fields and courts, parking lot striping and maintenance, various repairs and support of the construction projects.

Stroud makes presentation to National Governors' Association: Regina Stroud, Vice President, Instruction, presented the Gateway model to the National Governors Association (NGA) Policy Academy on July 13, 2006. She made the presentation on behalf of California Community College Board of Governors' Career Ladders Project, Walter S. Johnson Foundation and Skyline College. The NGA Center for Best Practices conducts Policy Academies to work intensively with teams of senior agency officials and governors' advisors from six states to assist them in developing and implementing a strategic, cross-agency plan for improving outcomes for foster youth transitioning to young adulthood. Teams representing Governors' offices from California, Florida, Illinois, Michigan, Minnesota and South Carolina learned of the model and issues related to its implementation at Skyline College. The model was praised by agency officials as an example of a comprehensive approach integrating the various resources to create successful opportunities for youth to transition out of the foster care system.

Skyline professor presents KQED talk on whales: Shari Bookstaff, Professor of Biology at Skyline College and President of the American Cetacean Society, presented a talk on gray whales at *Ask a Scientist*, a science lecture series co-presented by KQED, in San Francisco on July 10. Once hunted to the brink of extinction, the gray whale has made an amazing comeback in the last 80 years, but suddenly began to disappear by the thousands – losing an entire one-third of their population in 1999 and 2000. In the Gray Whale Obstacle Course episode of KQED's Jean-Michel Cousteau Ocean Adventures, which aired on July 19, Cousteau and his team explored this mystery. *Ask a Scientist* participants had a sneak preview of the thought-provoking episode and learned more about these fascinating animals at Professor Bookstaff's talk. *Ask a Scientist* is an informative and entertaining lecture series held monthly at the Bazaar Café on California Street in San Francisco and is co-presented by KQED.





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Spotlight On: Theater Arts

There are few academic pursuits that let us experience such a wide range of disciplines as does the study of theatre and theatre performance.

Are you interested in literature? The body of great dramaturgy includes the works of writers such as Eugene O'Neill, Sam Shepard, William Shakespeare, Tony Kushner, Wendy Wasserstein.the list goes on and on. **Do you enjoy history?** The history of theatre goes back to Ancient Greece and spans the globe over 2000 years. **How about music?** Musical theater has brought us some of our most well known melodies and continues to entertain us today both on stage and on film with shows such as THE PRODUCERS and WICKED. **Do you like to draw or work with your hands?** Think about designing a dress from the 1930's, or the living room of a Victorian house, or re-creating a waterfall that can flow on stage.

Theatre is about imagination and inspiration. What can be created on stage can also create a community, change a life, or change somebody's way of thinking. It's magical.

Meet Our Instructors



Barbara J. Cannon has worked professionally as a director since 1991, when she directed her first show with Hillbarn Theatre in Foster City . Since that time, she has directed over 40 productions and served as Associate Director at Hillbarn Theater from 1991-1993, as Associate Artistic Director at Palo Altos Players from 1993-1998, and currently is Artistic Director at Bus Barn Stage Company in Los Altos. She has also worked as an actor, singer, costume designer, set and props designer. Barbara is a graduate of UC Berkeley's Dramatic Arts Department, and did postgraduate work at University of Hawaii, Manoa. She was awarded a 2003 Artists

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Fellowship for Stage Direction by Arts Council Silicon Valley. Barbara directs shows regularly for Bus Barn Stage Company, and has designed a multitude of costumes, sets, and props.

Kathleen Woods comes to Cañada College with over twenty five years as a theatre director and educator. Ms. Woods has an MFA in Performance with an emphasis on Directing as well as experience teaching and directing throughout the Bay Area. Some of Ms. Woods's credits include classes and production work at West Valley College, Evergreen College, San Jose City College, San Jose State University, the Bay Area Playwright's Festival and TheatreWorks. Ms. Woods has been recognized at the local, state and national level for her excellence in teaching and directing. Awards include Who's Who Among American Teachers, Who's Who Among Students in American Colleges and Universities, and the selection of a production that Ms. Woods directed as an American College Theatre Festival Regional Finalist. Most recently, she was selected from nominated educational directors across the United States to produce a show for The Fringe (the world's largest international performing arts festival), in Edinburgh, Scotland.



Ms. Woods creates a dynamic and student-friendly classroom environment where individuals of all ability levels flourish. A student's self-confidence increases as he or she develops key performance skills through individualized instruction. The class's hands-on approach to theatre is full of memorable learning opportunities and is guaranteed to be fun as well. Please feel free to contact Ms. Woods if you would like more information about the classes at 306-3336. She looks forward to seeing many new students in her theatre classes this year at Canada.

Take a Class

Drama 200, 201, 202 and 203 Theory and Practice of Acting (Beginning and Advanced)

Tues/Thur 9:45 - 11:00 a.m.

Instructor: Kathleen Woods

3 units, UC/CSU Transfer

Drama 101 History of the Theatre I

Mon/Wed/Fri 11:10 - 12:00

Instructor: Barbara Cannon

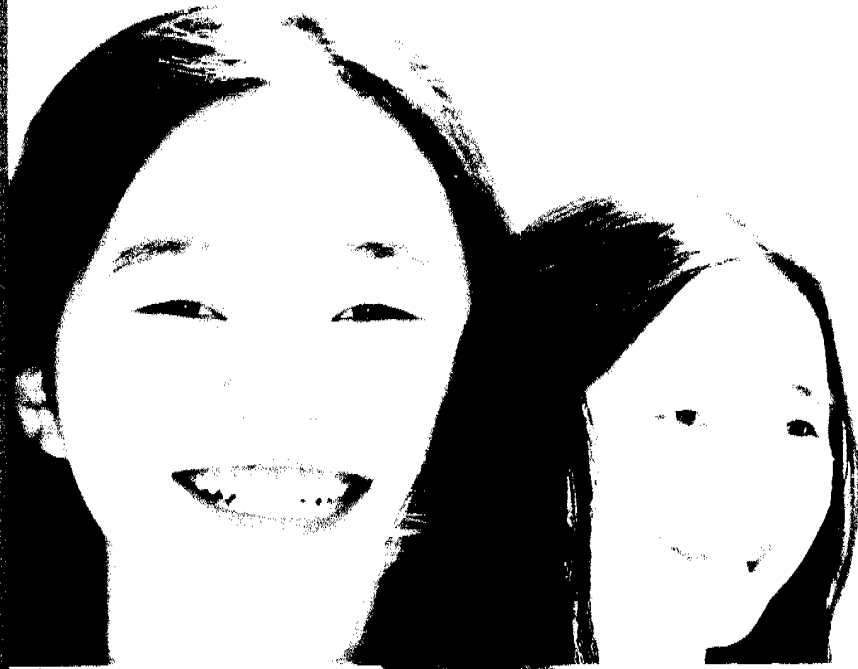
3 units, UC/CSU Transfer

Drama 140 Introduction to the Theatre

Mon/Wed/Fri 10:10 - 11:00 a.m.

3 units, UC/CSU Transfer

CSM Student Success Story



Yan Yan Mao

She graduated from high school and college in the same week, and this fall she's headed to Harvard with med school plans beyond that.

But this motivated student and talented young woman is also remarkably balanced. Her interests range from creative writing and digital photography to philosophy, her chosen university major.

Yan Yan Mao graduated as valedictorian from Hillsdale High School last month with 70 college units already completed. It was her second graduation in the same week. On May 26, with cap, gown and 3.98 grade point average, the 18-year-old received an associate's degree in liberal arts from College of San Mateo for credits she earned through the concurrent enrollment program. She's now headed to Harvard University and then medical school after that.

Having received special authorization, Mao began taking college-level classes at CSM the summer before she started high school. And for the next four years, while attending high school, she took college courses at night and during the summer, including online classes and telecourses.

Mao truly enjoyed her time at CSM, especially the opportunity to associate with serious students of diverse ages and backgrounds. In particular, she appreciated the teachers and counselors.

"I stay in constant contact with them, teachers like Darryl Stanford (astronomy) and Ernie Rodriguez (psychology). My counselor, Modesta Garcia, helped me apply to Harvard" said the multilingual Mao, who immigrated to the United States from China when she was eight years old. She speaks Chinese, learned English after coming to this country and studied Spanish in high school.

Stanford wrote a number of recommendations for her; Rodriguez was Mao's advisor on her high school exhibition, a major project required of all seniors; and CSM Philosophy Professor Jeremy Ball was influential in the young student's choice to major in philosophy at Harvard.

Mao balances academics with other interests. She is a creative writer and self-taught digital photographer, and her works are featured in the latest edition of her high school's literary magazine, of which she was editor-in-chief. She also has a special interest in science, having attended two highly selective summer science programs—one at Stanford University.

CSM Counselor Modesta Garcia describes Mao this way: "I suspect, one day, I'll find a picture of Ms. Mao adjacent to the adjective 'yanyanesque' in the Oxford English Dictionary, describing one who is intellectually profound, complex, analytical, involved, engaging, multidimensional, independent, artistic and ambitious, yet humble."

For more information about Ms. Mao, please contact CSM's Public Relations & Marketing Office at (650) 574-6442.

For more information about CSM and its concurrent enrollment program, visit collegeofsanmateo.edu/ce or call (650) 574-6131.



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