

**AGENDA**  
**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES STUDY SESSION**  
**Tuesday, April 14, 2015, 6:00 p.m.**  
**College of San Mateo, College Center (Building 10)**  
**College Heights Conference Room (Room 468)**  
**1700 W. Hillsdale Blvd., San Mateo, CA**

**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 should 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 3401CSM 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) 358-6753.*
  - *Regular Board meetings are recorded; recordings are kept for one month.*
  - *Government Code §54957.5 states that public records relating to any item on the open session agenda for a regular board meeting should be made available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to the members of the Board. The Board has designated the Chancellor's Office at 3401 CSM Drive for the purpose of making those public records available for later inspection; members of the public should call 650-358-6753 to arrange a time for such inspection.*
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**6:00 p.m.      ROLL CALL**

**Pledge of Allegiance**

**DISCUSSION OF THE ORDER OF THE AGENDA**

**MINUTES**

15-4-1      [Approval of the Minutes of the Board Meeting of March 25, 2015](#)

**STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

**NEW BUSINESS**

15-4-1A      [Approval of Personnel Items: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel](#)

**STUDY SESSION**

15-4-1C      [Report on Districtwide Disabled Students Programs and Services \(DSPS\) and Extended Opportunity Programs and Services \(EOPS\)](#)

**STATEMENTS FROM BOARD MEMBERS**

**RECESS TO CLOSED SESSION**

Conference with Labor Negotiator  
Agency Negotiator: Eugene Whitlock  
Employee Organization: AFT

**RECONVENE TO OPEN SESSION**

**ANNOUNCEMENT OF CLOSED SESSION ACTIONS TAKEN**

**ADJOURNMENT**

**Minutes of the Regular Meeting of the Board of Trustees  
San Mateo County Community College District  
March 25, 2015, San Mateo, CA**

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

**Board Members Present:** President Patricia Miljanich, Vice President Dave Mandelkern, Trustees Richard Holober, Tom Mohr and Karen Schwarz

**Others Present:** Chancellor Ron Galatolo, Executive Vice Chancellor Kathy Blackwood, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College Vice President of Instruction Gregory Anderson  
Student Trustee Rupinder Bajwa was absent due to attendance at a student advocacy conference in Washington, D.C.

**Pledge of Allegiance**

President Miljanich said there is a request that this meeting be adjourned in memory of former Cañada College President Bob Stiff who passed away recently; the Board agreed to do so.

**DISCUSSION OF THE ORDER OF THE AGENDA**

President Miljanich said there is a request to add the following agenda item: Approval of Substantive Change Proposal: Astroimaging and Observatory Operation Certificate for College of San Mateo. She said that after the agenda was posted, it came to the attention of staff that the deadline for submission to the ACCJC is prior to the next Board meeting. The Board agreed to add the item to the agenda as Board Report No. 15-3-5B.

President Miljanich asked that item 15-3-4C, Update on ACCEL, be heard after Statements from the Public on Non-Agenda Items in order to accommodate a guest presenter. There were no objections from the Board.

**MINUTES**

It was moved by Vice President Mandelkern and seconded by Trustee Mohr to approve the minutes of the Board Study Session of March 11, 2015. The motion carried, with President Miljanich abstaining and all other members voting "Aye."

**STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES**

Skyline College President Stanback Stroud said more than 400 people attended the 15<sup>th</sup> Annual President's Breakfast on March 19. To date, the event has raised between \$130,000 and \$135,000.

College of San Mateo President Claire said the College's summer schedule has been released; he invited everyone to read the story about a student who is participating in the concurrent enrollment program. President Claire said there is also a student success story in his written report to the Board.

Cañada College Vice President Anderson said the men's basketball team advanced to the state championships, where they lost in overtime in the semifinals. Fiesta Cañada will be held on April 11 from 12:00 to 6:00 p.m. and all are welcome to attend. Vice President Anderson expressed sadness at the passing of former College President Bob Stiff. He said there will be a formal tribute to President Stiff at the 2015 commencement ceremony.

**STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

The following faculty members spoke about the issue of health care benefits for part-time faculty members: Paul Rueckhaus, Skyline College; Jennifer Mair, Skyline College; Kimberly Escamilla, College of San Mateo; Michelle Kern, College of San Mateo; and Michael Hoffman, Cañada College. Their comments included personal stories about the lack of affordability for health care and the hardships caused by being uninsured or under-insured, as well as the importance of being competitive with other schools and the immediate impact on students. A handout was distributed showing a comparison of adjunct health benefits in Bay Area community college districts. President Miljanich said the Board appreciated hearing from the speakers and she thanked them for sharing their stories.

### **UPDATE ON ACCEL (15-3-4C)**

Cañada College Vice President Gregory Anderson, who is Co-Director for the Adult-Education College and Career Educational Leadership (ACCEL) San Mateo County project, introduced Larry Teshara, ACCEL Project Co-Director and Director of the San Mateo Adult School. Mr. Teshara said ACCEL is the result of AB 86 which provides funding to regional consortia with the goal to rethink and redesign an educational system that creates seamless transitions for students from adult school to community colleges that will accelerate academic and career success. He said the ACCEL San Mateo County consortium is considered a leader in the state.

Vice President Anderson said AB 86 will improve delivery of services in five program areas: elementary and secondary basic skills; offerings for immigrants; education programs for adults with disabilities; short-term career technical education programs; and programs for apprentices. He described the objectives of AB 86 in the areas of research, vision for change, and implementation.

Mr. Teshara discussed ACCEL's collaborations, including community agencies/organizations and employers, as well as the colleges and adult schools. Looking ahead, Mr. Teshara said Governor Brown's 2015-16 budget indicates a strong validation of the consortium approach. It includes \$500 million for fiscal year 2015-16; \$350 million is for maintenance of effort for adult schools and \$150 million is provided to the consortia to fund regional plans. Mr. Teshara said funding for adult schools was cut with the economic downturn in 2009. There was a small adult school on the Coast but it was totally eliminated due to the cutbacks.

Mr. Teshara discussed the County's need for adult education, which is pivotal for economic success. He cited statistics on adults without a high school diploma/certificate and working age population with Limited English Proficiency. He also discussed the change in the State and County workforce in terms of native born vs. first and second generation immigrants.

Vice President Anderson discussed potential career pathways by sector and partner. He said ACCEL has been a catalyst for bringing partners together. He said there are many entry and exit points for students.

Vice President Anderson said there are four Collaborative Action Teams (CATS) – Coastside, North County, Central County and South County. A key approach is to seek regional expertise from the CATS because they know what their needs are and already have partnerships in place. Vice President Anderson said the next steps for plan implementation are: (1) identify priorities based on legislative developments; (2) support and expand the CATS teams and pilots; (3) work with additional teachers, faculty and administrators on curriculum alignment and pathways; and (4) collaborate with partners to leverage resources and initiatives.

Trustee Mohr said this is very important work. He said it is clear that progress is being made and pathways are beginning to open up.

Trustee Schwarz said she has been involved in meetings on the Coastside. She said this forum has been an effective way to bring factions together.

President Miljanich asked if the San Mateo Adult School has lost students due to the funding shortages experienced by adult schools. Mr. Teshara said there are currently 20% fewer students than in 2009. He said it has been difficult to hire staff because of the insecurity of long-term funding.

President Miljanich said she likes the concept of "rethinking and redesigning" and especially likes the concept of opening pathways for students. She said the Board would appreciate another update in the future.

### **NEW BUSINESS**

#### **APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (15-3-2A)**

It was moved by Trustee Holober and seconded by Trustee Schwarz to approve the actions in board report 15-3-2A. The motion carried, all members voting "Aye."

**RE-EMPLOYMENT OF CONTRACT AND REGULAR FACULTY FOR THE 2014-15 ACADEMIC YEAR (15-3-3A)**

It was moved by Trustee Holober and seconded by Trustee Mohr to approve the actions in board report 15-3-3A. The motion carried, all members voting “Aye.”

**APPROVAL OF CONSENT AGENDA**

President Miljanich said the consent agenda consists of board reports 15-3-1CA through 15-3-7CA as listed on the printed agenda. It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the items on the consent agenda. Trustee Mohr asked for clarification of the warrant for “Strategic Planning Online, LLC” for \$14,000. Chancellor Galatolo said staff will investigate this question and report back to the Board. After this discussion, the motion to approve the Consent Agenda carried, all members voting “Aye.”

**Other Recommendations**

**VOTE TO ELECT MEMBERS TO THE CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD, 2015 (15-3-1B)**

It was moved by Vice President Mandelkern and seconded by Trustee Holober to discuss the list of candidates. Trustee Holober said he believes a significant and immediate issue facing the Community College League of California is the selection of a new executive director; he said the three candidates who mentioned this issue are Ann Ransford, Doug Otto and M. Tony Ontiveros. Trustee Schwarz said she is interested in having northern California representation and would support Richard Watters and Don Edgar. Trustee Mohr said he would also support Janet Chaniot and Bernard “Bee Jay” Jones. Trustee Mohr added that he was disappointed that no candidate mentioned the issue of accreditation. After this discussion, it was moved by Trustee Mohr and seconded by Trustee Schwarz to approve the following slate of candidates: Ann H. Ransford, Janet Chaniot, Richard Watters, Bernard “Bee Jay” Jones, Don Edgar, Doug Otto and M. Tony Ontiveros. The motion carried, all members voting “Aye.”

**APPROVAL OF DISTRICT EQUAL EMPLOYMENT OPPORTUNITY PLAN (15-3-2B)**

It was moved by Trustee Mohr and seconded by Trustee Schwarz to approve the Plan as presented. Trustee Schwarz asked if this is the first plan the District has completed. Chancellor Galatolo said there has been a draft for some time and this is the first formal proposal. Trustee Mohr asked if an advisory committee has been appointed. Chancellor Galatolo said he will consult with Vice Chancellor Eugene Whitlock and provide an answer to the Board. Trustee Holober asked if the proposed Plan went through the participatory governance process; Chancellor Galatolo said it did. Trustee Holober also asked the following questions:

- The Plan is dated July 1, 2014 – is the backdating due to a requirement to have a plan by a certain date?
- The statement that “The Board of Trustees or its designee shall have the authority to make all final hiring decisions. . .” – is language including a designee consistent with Board policy and Education Code law?
- The statement regarding seniority or length of service – is this in conflict with collective bargaining or other policy?
- The statement that “for faculty and administrative positions, requirements will also include knowledge of the history and culture of underrepresented groups and groups that have experienced discrimination” – how much history would a candidate be expected to know and how would this be demonstrated? President Stanback Stroud said this is not meant to be a history test but rather to show evidence of a candidate’s awareness of the context in which people are working, i.e. cultural competency.

The Board agreed to table this item pending clarification from Vice Chancellor Whitlock on these questions. Trustee Mohr said it might also be helpful to discuss with Vice Chancellor Whitlock the list of indicators of the District’s institutional commitment to diversity, which is included in the proposed Plan.

**APPROVAL OF REVISIONS TO THE MISSION STATEMENT FOR COLLEGE OF SAN MATEO (15-3-3B)**

It was moved by Trustee Mohr and seconded by Trustee Holober to approve the revisions as presented. The motion carried, all members voting “Aye.” Trustee Mohr said he is pleased that “Support Professional Development” is listed as a new priority.

**APPROVAL OF SUBSTANTIVE CHANGE PROPOSAL FOR SKYLINE COLLEGE TO BE SUBMITTED TO ACCREDITING COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES (ACCJC) (15-3-4B)**

It was moved by Trustee Schwarz and seconded by Vice President Mandelkern to approve the Proposal as presented. Vice President Mandelkern said he is proud of the District for taking the initiative to be one of the first in California to offer a baccalaureate degree and of Skyline College for having an excellent existing respiratory therapy program that can move quickly into a baccalaureate degree program. Trustee Holober said this is an exciting opportunity. He asked how the associate degree program will flow to the baccalaureate degree program. President Stanback Stroud said this will be a stackable degree; the baccalaureate degree program will build upon the associate degree program and students will not have to repeat work they completed at the associate degree level. Ray Hernandez, Dean of Science/Math/Technology at Skyline College, said external accreditation allows the College to maintain the associate degree program. He said the curriculum is standard across the State; therefore, students who have completed an associate degree in respiratory therapy from other institutions will be able to transfer into Skyline College's baccalaureate degree program without having to repeat the work they completed. After this discussion, the motion carried, all members voting "Aye."

**APPROVAL OF SUBSTANTIVE CHANGE PROPOSAL: ASTROIMAGING AND OBSERVATORY OPERATION CERTIFICATE FOR COLLEGE OF SAN MATEO (15-3-5B)**

It was moved by Trustee Mohr and seconded by Trustee Holober to approve the Proposal as presented. The motion carried all, members voting "Aye." Mohsen Janatpour, Professor of Physics at College of San Mateo, said this would be the first certificate program of its kind in California. He thanked the Board for their support.

**ADOPTION OF RESOLUTION NO. 15-1 AUTHORIZING THE ISSUANCE AND SALE OF SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT 2015 GENERAL OBLIGATION BONDS (ELECTION OF 2014), SERIES A, IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$230,000,000 (15-3-101B)**

It was moved by Trustee Schwarz and seconded by Trustee Holober to adopt Resolution No. 15-1. Chris Lynch, Bond Counsel at Jones Hall, said the Board is being asked to authorize the first issuance under the November 2014 Measure H general obligation bond authorization. He said the District plans to issue these bonds in two tranches; at this meeting, the Board is being asked to approve the first issuance of up to \$230 million (Series A). The second issuance of the remainder (Series B) is planned for 2018 or 2019. Mr. Lynch said a revised version of the resolution has been distributed to the Board. The resolution approves (1) issuance of the bonds, (2) the Preliminary Official Statement, and (3) the Bond Purchase Contract. Mr. Lynch said the District has been working with the County Treasurer and County Counsel to decide how the investment of the proceeds will be made once the bonds are issued. The revised resolution reflects the agreement with County Counsel and the County Treasurer that the District may choose to directly invest proceeds when they are not needed immediately for use on authorized projects.

Richa Pandey, Public Finance Investment Banking Analyst at Morgan Stanley, discussed tax-exempt interest rates over the last 15 years. She said rates have fallen tremendously and are currently close to historically low levels. She said the current environment is attractive for bond sales. Ms. Pandey said the District's average annual Assessed Valuation (AV) growth rate over the past 25 years is 5.72%. The growth slowed in 2008-09 but has since recovered and grown substantially. The AV for fiscal year 2014-15 is \$165 billion.

Ms. Pandey discussed a plan of finance based on current market levels. She said the District authorized the issuance of \$388 million of general obligation bonds with a tax rate projection of \$8.22 per \$100,000. For the first issuance of up to \$230 million, the assumptions are a 3.9% annual AV growth rate and a 30 year final maturity. The result is that the District can achieve an all-in cost of funds of 3.71% and average annual net debt service of \$13.9 million over a 30 year term.

Ms. Pandey discussed projected debt service and tax rates for both issuances (Series A and Series B). She said the proposed plan of finance allows the District to issue its entire \$388 million authorization as current interest bonds while staying under the \$8.22 tax rate limit (assuming a 3.9% annual growth in AV).

Ms. Pandey said the following dates in the financing process are anticipated:

April 6:	receive credit ratings on the bonds
April or May:	bond pricing
May 20:	closing

Trustee Holober said the section of the resolution on investments states that the District reserves the right to invest money outside the County Pool; he asked if this language is different than in the past. Chancellor Galatolo said the language is different and is based on clear direction from the Board. He said the modification required the agreement of the County Treasurer to allow the District to reserve this right. Mr. Lynch said he does not expect the rating agencies to have any concern about this issue.

Vice President Mandelkern asked if the bonds to be issued will be callable in the future. Ms. Pandey said the bonds are structured with a ten year par call.

Vice President Mandelkern said he agrees with the change in language regarding investment of proceeds. He said this authority comes with great responsibility and he believes there should be a policy in place addressing the investment of funds. Chancellor Galatolo said the District will need to balance the increased yield it can achieve by investing the funds against the risk exposure. He said staff must monitor cash flow and the need for shorter-term investments. He said a certain amount of money will be kept in the County Pool for liquidity purposes. Chancellor Galatolo said that José Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations, and his team will be monitoring cash flow at the same time and the amount of the issuance might be less than the not to exceed amount of \$230 million. Chancellor Galatolo said the District might want to use a third party investment professional to assist with investment decisions. Vice President Mandelkern said he is strongly in favor of seeking third party advice and more than one outside professional might be needed.

Trustee Holober said he has confidence in the administrative team that will manage investments. He said it will be important to monitor interest rates as this can have an effect on decision-making. Chancellor Galatolo said staff will keep the Board informed on the plans to seek input and make sure decisions are in line with the Board's wishes. After this discussion, the motion to approve Resolution No. 15-1 carried, all members voting "Aye."

**ADOPTION OF RESOLUTION NO. 15-2 IMPLEMENTING GOVERNMENT CODE SECTION 53094 TO EXEMPT THE 2015 FACILITIES MASTER PLAN AT SKYLINE COLLEGE FROM THE APPLICATION OF CITY AND COUNTY ZONING ORDINANCES (15-3-102B)**

It was moved by Vice President Mandelkern and seconded by Trustee Mohr to adopt Resolution No. 15-2. Barbara Christensen, Director of Community/Government Relations, explained that similar resolutions were presented four years ago on the advice of counsel to clarify the District's exemption from county and local zoning ordinances. The motion carried, all members voting "Aye."

**ADOPTION OF RESOLUTION NO. 15-3 IMPLEMENTING GOVERNMENT CODE SECTION 53094 TO EXEMPT THE 2015 FACILITIES MASTER PLAN AT CAÑADA COLLEGE FROM THE APPLICATION OF TOWN AND COUNTY ZONING ORDINANCES (15-3-103B)**

It was moved by Trustee Holober and seconded by Trustee Schwarz to adopt Resolution No. 15-3. The motion carried, all members voting "Aye."

**ADOPTION OF RESOLUTION NO. 15-4 IMPLEMENTING GOVERNMENT CODE SECTION 53094 TO EXEMPT THE 2015 FACILITIES MASTER PLAN AT CAÑADA COLLEGE FROM THE APPLICATION OF CITY AND COUNTY ZONING ORDINANCES (15-3-104B)**

It was moved by Trustee Holober and seconded by Trustee Schwarz to adopt Resolution No. 15-4. The motion carried, all members voting "Aye."

**ADOPTION OF RESOLUTION NO. 15-5 IMPLEMENTING GOVERNMENT CODE SECTION 53094 TO EXEMPT THE 2015 FACILITIES MASTER PLAN AT COLLEGE OF SAN MATEO FROM THE APPLICATION OF CITY AND COUNTY ZONING ORDINANCES (15-3-105B)**

It was moved by Trustee Schwarz and seconded by Trustee Holober to adopt Resolution No. 15-5. The motion carried, all members voting "Aye."

**APPROVAL OF AGREEMENT WITH ICF, INTERNATIONAL TO PREPARE AN ENVIRONMENTAL IMPACT REPORT FOR FACILITY IMPROVEMENTS AT CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (15-3-106B)**

It was moved by Trustee Holober and seconded by Trustee Schwarz to approve the agreement as detailed in the report. Barbara Christensen said a full Environmental Impact Report (EIR) will be completed. She said the EIR will address

projects at all of the Colleges but several Board approvals will be required for the projects themselves. Ms. Christensen said Buildings 12, 19 and 20, the greenhouse and the Edison parking lot at College of San Mateo will not be included in the EIR because some of this project area is involved in litigation which has not been finalized. Board members discussed the rationale for completing one EIR that covers projects at all of the Colleges rather than a separate EIR for each College. Ms. Christensen said the projects at each campus will be summarized separately within the EIR. She said the District consulted two outside legal firms; both believe it is completely defensible to prepare one EIR and concur that the report will be as thorough as three separate reports would be. After this discussion, the motion carried, all members voting "Aye."

**AUTHORIZATION FOR USE OF WSCA CONTRACT WITH CDW-G FOR PURCHASE OF CORE NETWORK SWITCHES (15-3-107B)**

It was moved by Vice President Mandelkern and seconded by Trustee Schwarz to authorize the contract as detailed in the report. The motion carried, all members voting "Aye."

**ADOPTION OF RESOLUTION NO. 15-6 REGARDING BOARD ABSENCE (15-3-108B)**

It was moved by Trustee Holober and seconded by Trustee Schwarz to adopt Resolution No. 15-6. The motion carried, with President Miljanich abstaining and all other members voting "Aye."

**APPROVAL OF APPOINTMENT/REAPPOINTMENT TO BOND OVERSIGHT COMMITTEE (15-3-109B)**

It was moved by Trustee Schwarz and seconded by Trustee Holober to approve the appointment and reappointment as detailed in the report. The motion carried, all members voting "Aye."

**APPROVAL OF REVISIONS TO BOARD POLICIES: 1.35 BOARD MEMBER CONDUCT; 2.02 CHANCELLOR OF THE DISTRICT; 2.29 SEXUAL ASSAULT EDUCATION, PREVENTION, AND REPORTING; 6.87 LIBRARY AND LEARNING SUPPORT SERVICES; 7.23 ATHLETICS; AND 8.15 PURCHASING (15-3-110B)**

It was moved by Trustee Holober and seconded by Trustee Schwarz to approve the revisions as detailed in the report. The motion carried, all members voting "Aye."

**APPROVAL OF CONTRACT WITH ASH ENTERPRISES FOR REPLACEMENT AND INSTALLATION OF STAR PROJECTOR AT COLLEGE OF SAN MATEO'S PLANETARIUM (15-3-111B)**

It was moved by Trustee Schwarz and seconded by Trustee Holober to approve the contract as detailed in the report. Trustee Schwarz asked the age of the equipment that is to be replaced. Professor Janatpour said it is nine years old. He said state-of-the-art software comes with the projector. He said College of San Mateo will be the third place in the United States to have this equipment if approved. After this discussion, the motion carried, all member voting "Aye." President Claire commended Professor Janatpour and Professor Darryl Stanford for their dedication and leadership.

**AUTHORIZATION TO AWARD A DESIGN CONTRACT TO BUNTON CLIFFORD & ASSOCIATES, INC. AND TO UTILIZE THE LEASE-LEASEBACK METHOD FOR CAÑADA COLLEGE KINESIOLOGY/ WELLNESS CENTER (BUILDING 1) PROJECT (15-3-112B)**

It was moved by Trustee Holober and seconded by Trustee Schwarz to award the contract and to utilize the lease-leaseback method as detailed in the report. Vice Chancellor Nuñez displayed several renderings of the project. Ulysses Guadamuz, a resident of Redwood City, asked if the District is moving away from the design-build model in favor of lease-leaseback. Chancellor Galatolo said the lease-leaseback method is a procurement mechanism which uses the same fundamental principle. He said a detailed report was presented at the Board meeting of January 14, 2015. He suggested that staff engage Mr. Guadamuz to address his questions and Mr. Guadamuz said that would be satisfactory.

Vice President Mandelkern said he is in favor of employing the lease-leaseback method for this project, keeping in mind the concerns that were raised during the previous presentation to the Board. He emphasized that there is no intent to use lease-leaseback as a financing mechanism. He said the method has a number of positive attributes, including the ability to have input into the selection of subcontractors.

Trustee Schwarz asked if the Board will receive feedback in various stages of the project. Vice Chancellor Nuñez said staff will make formal presentations to the Board.



Trustee Mohr asked if the project will include classrooms. Vice Chancellor Nuñez said there will be one traditional classroom, as well as dance and Pilates rooms.

After this discussion, the motion carried, all members voting “Aye.”

**DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION NO. 15-7 IN SUPPORT OF CHANGES TO COMMUNITY COLLEGE FUNDING TO INCLUDE DIFFERENTIAL FUNDING FOR HIGH COST CAREER TECHNICAL EDUCATION PROGRAMS (15-3-113B)**

It was moved by Trustee Schwarz and seconded by Trustee Mohr to adopt Resolution No. 15-7. Trustee Schwarz said a sample resolution was sent to her when she was Board President by a member of the Board of Trustees of the Cabrillo Community College District, asking this Board to consider adopting a similar resolution. Chancellor Galatolo said similar resolutions have been circulating system-wide and have been sent to the State Chancellor’s Office. After this discussion, the motion to adopt Resolution No. 15-7 carried, all members voting “Aye.”

**INFORMATION REPORT**

**EARLY COLLEGE FRAMEWORK DISCUSSION (15-3-5C)**

President Miljanich said that at the conclusion of the joint meeting with the Sequoia Union High School District (SUHSD), both Boards agreed that they would hold separate discussions regarding their expectations and approach. Each Board also agreed to appoint a subcommittee focused on this issue.

Vice President Mandelkern said he believes the SMCCCD Board held a consistent view during the discussion at the joint meeting; they are interested in working with the SUHSD Board in an environment that would increase access for underrepresented students and help bridge their transition from high school to college by engaging them in a college experience earlier in their high school career through classes that would be taught at the high school and perhaps on the Cañada College campus as well. Vice President Mandelkern said there was discussion on the part of the SUHSD Board about having a school which would have a theme focusing narrowly on a career or vocational area, e.g. computer programming; he said he believes the SMCCCD Board agrees that this might be one aspect of the program, but believes the primary emphasis should be on preparing students for post-secondary education.

Vice President Mandelkern said there was discussion about whether this would be a traditional high school, a charter school, or a dependent charter school and the SMCCCD Board would like more information about these models. Trustee Holober said he believes both Boards have no interest in an outside charter. He said a dependent charter differs in that the school would be governed by the elected Board of the SUHSD. President Miljanich said she believes the SMCCCD Board, through meetings between Chancellor Galatolo and Superintendent Lianides as well as the subcommittee to be appointed, will have the opportunity to help shape the concept as well as to approve the District’s participation.

Trustee Mohr said he hopes this concept is not viewed by the people in the community as being imposed upon them. He said he would like to see an effort to talk with community leaders and families about what the high school might offer their children. He said he believes families will say they want their children to go to college and they want them to have the best preparation they can to pursue this goal. He said there is a group of leaders in East Palo Alto who have indicated they are excited about the concept of being connected with the College. Trustee Mohr said he believes the most attractive element of this concept is that the educational planning, college experience, and self-concept about being able to succeed in college are all addressed in conjunction with the college. Trustee Mohr said there are vocational themes through which a high school could connect with major businesses in the area; however, he said it is important to be clear that the goal is to prepare students to be successful in post-secondary work and in transferring to a university. President Miljanich said she heard similar comments from the SUHSD Board and believes they also want to serve underserved students. Chancellor Galatolo said he was pleased that one SUHSD trustee said he would like to see the District offer post-secondary night classes at the school as well.

President Miljanich said another area of concern is the selection process. She said she believes a more robust approach is needed, perhaps including talking with families house-to-house about the high school and the selection process for the school. She said some parents have the capacity to access opportunity more quickly than others and, as a result, some schools have not achieved the diversity that was desired. Trustee Holober said the outreach must be to parents of

middle school students who will be entering ninth grade; this will require the cooperation of the elementary school districts.

Trustee Schwarz asked Chancellor Galatolo if he has had further discussions with Superintendent Lianides since the joint meeting. Chancellor Galatolo said Superintendent Lianides informed him that the SUHSD Board will also discuss the early college framework at an upcoming meeting. Chancellor Galatolo said he believes the two Boards have similar interests. He said it appears that the SUHSD Board is interested in connecting the program to a career-technical education concept and, while he concurs that this might be one element, he also is interested in making sure that young learners are connected to college early in their educational careers. Chancellor Galatolo said he believes there should first be outreach to determine the interests and needs of the community and the subcommittee should then frame the concept around those interests and needs; he said Superintendent Lianides appears to be in favor of this approach as well.

Trustee Schwarz said that if SMCCCD Board members come to an agreement among themselves about the concept of an early college, it might be possible to collaborate with districts in other neighborhoods. Chancellor Galatolo said he would like to consider the possibility of collaborating with a number of districts in the future.

Vice President Mandelkern said he believes the Board should weigh the priority of expending funds on an early college program vs. other programs such as Coastside activities.

President Miljanich said she believes there is genuine benefit for the District to be involved in the collaboration. She said the Board has expressed its interest in continuing to explore this opportunity. Board members reiterated the following points as being important in a decision regarding collaborating with the SUHSD on the issue:

- Outreach should be conducted to community leaders and to families, with the intent to ascertain the interests and needs of the community, as well as to educate the community about the concept of early college.
- The SMCCCD Board is interested in serving primarily traditionally underrepresented students, e.g. those who are first generation immigrants; are the first in their families to attend college; do not understand the process of getting into college; are intimidated by college and do not know where to start, etc.
- While not opposed to an element of career-technical courses, the SMCCCD Board believes the primary emphasis must be on preparing students for post-secondary education.
- There is a need to more clearly understand the dependent charter school concept if the SUHSD decides to pursue this option.

The Board discussed the makeup of the subcommittee. It was agreed that President Miljanich and Trustee Mohr will represent the Board. Chancellor Galatolo will serve on the subcommittee along with faculty, staff and student representatives.

### **COMMUNICATIONS**

President Miljanich said the Board received a letter from San Mateo County Chief Elections Officer Mark Church regarding an all-mail ballot pilot program. The November 2015 election will be the first vote by mail election under the pilot program. The Board agreed that they would like more information on the program. President Miljanich said she will attend an informational meeting to be held on April 9. Trustee Holoher said it appears that all-mail balloting is the way elections are heading. He said he has mixed feelings about this and would like the Board to discuss it further. Staff will place this item on the agenda for the next meeting.

Trustee Schwarz said she received an invitation from the Commonfund Institute, an investment firm for nonprofits, to a Roundtable Luncheon on April 14. Staff will forward the invitation to all Board members.

### **STATEMENTS FROM BOARD MEMBERS**

Trustee Mohr said he attended the swearing in ceremony for Trustee Laura Martinez of the Sequoia Union High School District. He attended the very successful Skyline College President's Breakfast and the CASA reception on the same day. He also attended the presentation by Dolores Huerta at Skyline College. Trustee Mohr said he was invited to sit in on a class taught by Mustafa Popal at Skyline College and noted that his students were extremely engaged. Trustee Mohr recognized Mike Reynoso, Head Men's Basketball Coach at Cañada College, who was in the audience. He said he was approached by a member of the community who told him that her son, who had many choices on where to

attend college, chose Cañada College because he wanted to play on a team coached by Coach Reynoso. She said her son is extremely happy with his classes and teachers as well. She added that she visited her son's counselor and was welcomed with open arms. Trustee Mohr congratulated Skyline College on receiving a grant for the Guardian Scholars Program. He informed the Board that the Strategic Planning Taskforce is making good progress.

Trustee Holober said he attended the Strategic Planning Taskforce meeting. He said progress is being made and an update will be provided in the not-to-distant future. Trustee Holober said he participated in a subcommittee meeting via conference call dealing with local hire and outreach programs to certain underserved communities as the District prepares for the next facilities bond.

Trustee Schwarz said she attended the Skyline College President's Breakfast; she congratulated President Stanback Stroud on the exciting and worthwhile event. She said Tom Bauer, Vice Chancellor of Auxiliary Services and Enterprise Operations, gave a very moving speech.

Vice President Mandelkern said the 15<sup>th</sup> Annual Skyline College President's Breakfast was extremely successful. He said he enjoyed observing the enthusiasm of the students who participated. He complimented Vice Chancellor Bauer for his generous contribution from Auxiliary Services and Enterprise Operations and for his moving personal remarks. Vice President Mandelkern said he will attend the SMAC Out Cancer event tomorrow night at the San Mateo Athletic Club. He said this is an example of the outreach the District does to raise funds for worthy causes. Vice President Mandelkern thanked Coach Reynoso for attending the meeting tonight and congratulated him on a successful season.

President Miljanich said she regrets not being able to attend the Skyline College President's Breakfast. She said she appreciates the understanding and patience extended to her during the past few weeks as she dealt with a difficult family situation. President Miljanich said the CASA Program was a partner for the Rise Above Empowerment Conference that was held at Cañada College. She said the Rise Above project works with young women who experience commercial sexual exploitation or those who are at risk for being exploited.

#### **RECESS TO CLOSED SESSION**

President Miljanich said that during closed session, the Board will hold a conference with the District Labor Negotiator; the employee organization is AFT. The Board will also hold a conference with the Agency Property Negotiator as listed on the printed agenda.

The Board recessed to Closed Session at 9:05 p.m. and reconvened to Open Session at 11:00 p.m.

#### **ADJOURNMENT**

It was moved by Vice President Mandelkern and seconded by Trustee Holober to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 11:02 p.m.

Submitted by

Ron Galatolo  
Secretary

Approved and entered into the proceedings of the April 14, 2015 meeting.

Dave Mandelkern  
Vice President-Clerk

**BOARD REPORT NO. 15-4-1A**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor  
PREPARED BY: Eugene Whitlock, Vice Chancellor, Human Resources and Employee Relations  
(650) 358-6883

**APPROVAL OF PERSONNEL ITEMS**

New employment; changes in assignment, compensation, and placement; leaves of absence; changes in staff allocation and classification of academic and classified personnel; retirements, phase-in retirements, and resignations; equivalence of minimum qualifications for academic positions; and short-term temporary classified positions.

**A. ADMINISTRATIVE APPOINTMENT, REAPPOINTMENT, ASSIGNMENT AND REASSIGNMENT**

**Skyline College**

**Nathaniel Nevado** Interim Director of TRiO Student Services

New interim administrative employment, effective March 30, 2015.

**B. PUBLIC EMPLOYMENT**

**College of San Mateo**

**Cassandra King** Laboratory Technician Creative Arts & Social Science

New 48%, 12-month classified employment, effective March 30, 2015.

**Jeanette Courtin** Instructional Aide II Creative Arts & Social Science

New 48%, 12-month classified employment, effective March 30, 2015.

**Skyline College**

**Herlene Grace Beltran** Division Assistant Student Services

New full-time, 12-month classified employment, effective March 20, 2015.

**C. REASSIGNMENT****District Office****Lani Sevilla**

Office Assistant II

Foundation

Reassigned through the managed hiring process from a Document Management Specialist (Grade 22) at College of San Mateo into this full-time, 12-month position at Grade 18 of the Classified Salary Schedule (60), effective March 30, 2015.

**D. TRANSFER****District Office****Grace Gulli**

Senior Accounting Coordinator

Facilities

Transferred from a full-time, 12-month Senior Accounting Coordinator position in the Administrative Services Department into a full-time, 12-month position in the Facilities Department, effective March 1, 2015.

**E. CHANGES IN STAFF ALLOCATION****Skyline College**

1. Recommend creation of a new classification titled, "Director of TRiO" at grade 192E of the Academic/Classified Exempt Supervisory Salary Schedule (35). In addition, recommend a change in staff allocation to add one full-time, 12-month Director of TRiO position, effective April 15, 2015.

**F. LEAVE OF ABSENCE**

None

**PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION****1. Retirement****College of San Mateo****Kenneth Brown**

Math Professor

Math/Science

Retiring effective June 1, 2015 with 13 years of service. Not eligible for District retiree benefits.

**Merle Cutler**

English Professor

Language Arts

Retiring effective June 1, 2015 with 34.5 years of service. Eligible for District retiree benefits.

**Skyline College**

**Thomas Hewitt** Director, Library Services Academic Support & Learning  
Technologies

Retiring effective July 31, 2015 with 20 years of service. Eligible for District retiree benefits.

**2. Resignation****Cañada College**

**Susan White** Laboratory Technician Science and Technology

Resigning effective June 5, 2015.

**District Office**

**Carrie Ridge** Director of Development Foundation

Resigning effective September 30, 2015.

**Concepcion Rodriguez** Public Safety Officer Public Safety

Resigning effective April 13, 2015.

**Skyline College**

**Carsbia Anderson** Interim Vice President, Student Services Student Services

Resigned effective April 1, 2015.

**Arash Daneshzadeh** Interim Director of TRiO Student Services

Resigned effective April 3, 2015.

**G. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS**

None

**I. SHORT-TERM, NON-CONTINUING POSITIONS**

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>Start and End Date</i>		<i>Services to be performed</i>
Cañada	Student Services	4	06/08/2015	06/30/2015	<b>Instructional Aide II:</b> Provide mentoring and instructional support to TRiO Upward Bound summer program participants during 6-week summer session. Duties include facilitating workshops, tutoring, supervising students, record keeping and reporting.
District Office	Human Resources	1	04/16/2015	06/30/2015	<b>Office Assistant I:</b> Provide clerical support for the Human Resources office and performs receptionist duties for the District Office.

San Mateo County Community College District

April 14, 2015

**BOARD REPORT NO. 15-4-1C**

**REPORT ON DISTRICTWIDE DISABLED STUDENTS PROGRAMS AND SERVICES (DSPS)  
AND EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)**

**There is no printed board report for this agenda item.**