

AGENDA

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
August 12, 2015, 6:00 p.m.
District Office Board Room, 3401 CSM Drive, San Mateo, CA 94402

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 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) 358-6753.*
- *Regular Board meetings are tape recorded; tapes 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.

6:00 p.m. **ROLL CALL**

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

15-8-1 Approval of the Minutes of the Regular Meeting of July 22, 2015

STATEMENTS FROM EXECUTIVES

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

15-8-1A Approval of Personnel Actions: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel

15-8-2A Local 829, Council 57, American Federation of State, County and Municipal Employees (AFSCME), AFL-CIO Initial Contract Proposal to the District

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.

- 15-8-1CA Approval of Community College League of California (CCLC) and California Community College Athletic Association (CCCAA) Membership Dues, 2015-16
- 15-8-2CA Denial of Claims against the District by Interstate Grading & Paving, Inc.
- 15-8-3CA Approval of Community Services Classes, Fall/Winter 2015 – Cañada College, College of San Mateo and Skyline College
- 15-8-4CA Acceptance of Sponsorship/Donation from the Office of John Chiang, Treasurer for the State of California Department of General Services in Support of Outreach Activities for the Bay Area Entrepreneurship Center of Skyline College

Other Recommendations

- 15-8-100B Approval of the Use of the Foundation for California Community Colleges Piggyback Agreement for the Lease or Purchase of Multi-Functional Copiers and Related Software and Services

INFORMATION REPORTS

- 15-8-1C Report on Construction Project Delivery Method for Capital Projects

COMMUNICATIONS

STATEMENTS FROM BOARD MEMBERS

RECESS TO CLOSED SESSION

1. Public Employee Discipline, Dismissal, Release
2. Conference with Labor Negotiator
Agency Negotiator: Eugene Whitlock
Employee Organizations: AFT and AFSCME
3. Conference with Legal Counsel – potential litigation pursuant to subdivision (c) of Section 54956.9
(one case)

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
July 22, 2015, San Mateo, CA**

The meeting was called to order at 6:01 p.m.

Board Members Present: President Patricia Miljanich, Vice President Dave Mandelkern, Trustees Richard Holober, Thomas Mohr and Karen Schwarz, Student Trustee Rupinder Bajwa

Others Present: Chancellor Ron Galatolo, Executive Vice Chancellor Kathy Blackwood, Skyline College Vice President of Administrative Services Eloisa Briones, College of San Mateo President Michael Claire, Cañada College President Larry Buckley, District Academic Senate President Diana Bennett

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

President Miljanich said that, in order to accommodate guest presenters, there was a request to hear item 15-4-4C, Report on Extended Opportunity Programs and Services, following Statements from the Public on Non-Agenda Items. There were no objections from the Board.

MINUTES

It was moved by Trustee Mohr and seconded by Trustee Schwarz to approve the minutes of the meeting of July 8, 2015. In the section of the minutes reporting discussion of the strategic plan, after "The Board also discussed increased access for poor and underrepresented populations; the use of outside contractors as it relates to equity and social justice; and the need for clear framing and parameters regarding broader community," Trustee Holober asked that "and the appropriateness of proposed entrepreneurial activities" be added. The motion to approve the minutes as amended carried, all members voting "Aye."

PRESENTATION TO THE BOARD BY PERSONS OR DELEGATIONS: PRESENTATION OF SEWWUP SAFETY RECOGNITION AWARD FOR THE CAÑADA COLLEGE SOLAR PROJECT (15-7-3C)

Rick McHale, Vice President at Keenan & Associates, said Keenan is the broker and administrator for the Wrap-Up insurance program, of which the District is a participant. He said that, because of the focus on safety, there were no accidents or injuries connected with the solar project. He presented plaques to Project Manager Peter Hempel of Swinerton Management & Consulting; Project Manager Mike Johnson of Alana Buick & Bers; and José Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations.

STATEMENTS FROM EXECUTIVES

Chancellor Galatolo said the District had a successful OCIP (owner-controlled insurance program) on the Cañada College Solar Project and on previous projects as well, saving tens of millions of dollars. He said there have now been some creative changes to CCIPs (contractor-controlled insurance programs) and the District is analyzing various options going forward to determine the most cost-effective method for insuring projects. Chancellor Galatolo introduced Jamillah Moore, Interim Vice Chancellor of Educational Services and Planning.

Skyline College Vice President Briones said the Middle College at Skyline College will open in fall 2015. Fifty students have enrolled and that number is expected to double by fall 2016. Eight Skyline College students will participate in an international service learning project in Guatemala which was organized by the District's Study Abroad Program, in collaboration with International Volunteer HQ. The Skyline College Classified Executive Board recently hosted a Classified Staff Professional Development Retreat. Skyline College hosted the Annual Facilities Planning, Maintenance and Operations General Session which recognized the entire Facilities staff at the three Colleges.

College of San Mateo President Claire said he testified before the State Senate Committee on Education regarding two bills on accreditation sponsored by Assemblymember Phil Ting. He said this is an important step because it sends a message to the accrediting commission that if they are not willing to make some simple, common-sense changes, the State Legislature will step in and do so. President Claire said AB 1397 has already passed the Assembly and the Senate Committee on Education and is now proceeding to the Senate Appropriations Committee. Chancellor Galatolo thanked President Claire for his outstanding testimony before the Senate Committee on Education.

Cañada College President Buckley said the College, in partnership with Community, Continuing & Corporate Education, hosted 70 students in the College for Kids program. Engineering Professors Amelito Enriquez and Nicholas Langhoff were presented the Best Paper Award for the Minorities in Engineering Division at the American Society for Engineering Education annual conference. For the third year in a row, Cañada College participated in the Redwood City Fourth of July festivities. The College's float won first place and was awarded \$1,050 in prize money, which has been placed in the Associated Students' scholarship fund. President Buckley thanked the Associated Students for their work, along with Mike Walsh and the Theater Design staff. Trustee Schwarz said the most recent edition of *Spectrum*, a monthly Redwood City magazine, contains several pictures and commendations for Cañada College.

Executive Vice Chancellor Blackwood said the year-end close is in process and is going well. She said she and her team appreciate the help provided by the Colleges. Reporting on recent activities, Executive Vice Chancellor Blackwood said she serves on the Advisory Committee for the Institutional Effectiveness Partnership Initiative (IEPI), which is funded by the State to increase institutional effectiveness in community colleges. She also serves on a Professional Resource Team at Berkeley City College, working with the College on its enrollment management. Executive Vice Chancellor Blackwood said the District will host a training on enrollment management that will be jointly sponsored by the IEPI and ACBO (Association of Chief Business Officials). She, along with Eugene Whitlock, Vice Chancellor of Human Resources and General Counsel and Gregory Anderson, Vice President of Instruction at Cañada College, will serve on a panel as part of the training.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None

REPORT ON EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS) – CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (15-7-4C)

Jennifer Hughes, Vice President of Student Services at College of San Mateo, introduced her fellow presenters: Krystal Romero, Director of Student Support Services, College of San Mateo; Lorraine Barrales-Ramirez, EOPS Counselor, Cañada College; Angélica Garcia, Vice President of Student Services, Skyline College; Kim Lopez, Interim Vice President of Student Services, Cañada College; Lizette Bricker, Interim Dean of Counseling, Advising and Matriculation, Cañada College; Aaron McVean, Dean of Planning, Research and Institutional Effectiveness, Skyline College; and Luis Escobar, Interim Dean of Counseling, Advising and Matriculation, Skyline College.

Ms. Romero presented an overview of the EOPS Program, which was established in 1969 by SB 164. Education Code Section 69640 states, "It is the intent of the Legislature that the California Community Colleges recognize the need and accept the responsibility for extending the opportunities for community college education to all who may profit from that education regardless of economic, social, and educational status." The primary goal of the program is to increase outreach, recruitment, enrollment, retention and goal completion of students with language, social, economic and educational disadvantages. The SSSP, TRiO and other programs build on the successful EOPS model.

Ms. Romero said the Cooperative Agencies Resources for Education (CARE) program was established in 1981 by AB 3103. It is a supplemental component of EOPS, providing direct support to EOPS students who are also single heads of household with young children under the age of 14. The goal is to create education that can lead to employment and self-sufficiency.

Ms. Barrales-Ramirez said in order to be eligible for EOPS, students must (1) be enrolled full-time or equivalent; (2) be eligible for the Board of Governors Fee Waiver A, B or C with \$0 EFC; (3) have completed fewer than 70 degree applicable units; and (4) have placed in basic skills math, English, reading or ESL. She said that 26% of San Mateo County households live below the self-sufficiency standard. Students in the CARE program must (1) meet EOPS eligibility criteria; (2) be single, head of household, and at least 18 years of age; (3) have at least one child under the age of 14; and (4) be receiving Temporary Assistance for Needy Families or CalWORKs. Ms. Barrales-Ramirez said that of the 26% of households below the self-sufficiency standard, approximately 57% are single parents.

Dean Escobar said EOPS students receive "Wrap Around Services" in three clusters:

- Student Support – includes having an identified counselor to work with a student throughout the academic year as well as priority registration
- Academic Support – includes progress monitoring and tutoring services
- Financial Support – includes book vouchers and transportation services

Dean Escobar said CARE students receive all of the services provided to EOPS students as well as additional Academic Support, Student Support and Financial Support services. She said EOPS and CARE program strengths include the wide range of Wrap Around Services, knowledgeable and skilled faculty and staff, coordination/collaboration with other college services and programs, and active advisory committees.

Dean McVean said EOPS and CARE are tied to District Strategic Goal #1 concerning increasing student access and success. He said EOPS students outperform non-EOPS counterparts with similar characteristics in all metrics – course completion, Dean’s List recognition, degrees and certificates earned, and transfer rates. He said more detailed comparisons are shown on the documents that were distributed with the board packet.

Vice President Garcia said the number of EOPS students served annually has decreased over the last seven years, largely due to the decrease in categorical funding by the State; she said the State allocation has dropped by 40% during that time period. She said the ideal program structure would (1) serve all eligible students; (2) provide adequate funding for direct services (book vouchers, transportation, grants, food assistance and university tours); (3) provide and maintain adequate staff, including a full-time director and adequate outreach personnel; and (4) provide gathering spaces for students.

Trustee Mohr asked what it would take to include the majority of students who are eligible for EOPS but are not currently participating in the program. Vice President Lopez said funding has been a serious problem. She said a major drawback to serving more students is the lack of full-time directors at the campuses. Ms. Romero said the new increase in funding for categorical programs and COLA increases now provide the opportunity for discussions on how to increase outreach to eligible students.

Trustee Schwarz asked how many students are eligible but are not being served. Dean McVean said it is likely double the number of students who currently participate in the program. He said it is not known how many of these students would become full-time students if resources were available to serve all eligible students. Trustee Schwarz said it is known that many students are able to complete their educational programs because of EOPS. She said she would entertain a conversation about how to enhance the program.

President Miljanich said many students in the District have not benefitted from the improved economy. She also said it is widely believed that being a full-time student increases the likelihood of success; therefore, she believes it is important to have a discussion about how to expand the program. President Miljanich asked if there is a community college that has a model program that can be examined. Ms. Barrales-Ramirez said Title 5 defines what is considered a model program. She said it has been difficult meeting the criteria of the model because of funding issues.

President Miljanich said students being turned away from a program that has proven to be of benefit is of major concern. Vice President Garcia said students who are turned away are often referred to other campus resources such as learning communities and TRiO.

Trustee Mohr said this is an area replete with social justice issues. He noted that foster youth are the most vulnerable population that the District serves; he said offering the EOPS program to all foster youth who are eligible would be an important component of the goal to expand the program.

Trustee Schwarz said the Board appreciates the work of those involved in the EOPS program. She said the Board would like to find ways to help them expand the program and serve more students.

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (15-7-2A)

It was moved by Trustee Holober and seconded by Trustee Mohr to approve the actions in board report no. 15-7-2A. The motion carried, all members voting “Aye.”

APPROVAL OF CONSENT AGENDA

President Miljanich said the consent agenda consists of board reports 15-7-1CA through 15-7-3CA 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. The motion carried, all members voting “Aye.”

Other Recommendations

APPROVAL OF CONTRACT AWARD FOR ASL INTERPRETING SERVICES AND CART TRANSLATION SERVICES (15-7-100B)

It was moved by Vice President Mandelkern and seconded by Trustee Holober to approve the contract award as detailed in the report. The motion carried, all members voting “Aye.”

RATIFICATION OF AGREEMENT WITH THE WESTIN ST. FRANCIS FOR THE SKYLINE COLLEGE CENTER FOR INTERNATIONAL TRADE DEVELOPMENT’S “INTEGRATING GLOBAL TRADE & LOGISTICS AND CYBERSECURITY” (IGTLC) CONFERENCE (15-7-101B)

It was moved by Trustee Holober and seconded by Trustee Mohr to ratify the agreement as detailed in the report. The motion carried, all members voting “Aye.”

AUTHORIZATION AND UTILIZATION OF LAS LOMITAS ELEMENTARY SCHOOL DISTRICT CONTRACT WITH ENVIROPLEX, INC. FOR PURCHASE OF PORTABLE BUILDINGS FOR TEAM ROOMS AT SKYLINE COLLEGE AND CAÑADA COLLEGE (15-7-102B)

It was moved by Trustee Schwarz and seconded by Trustee Mohr to authorize the contract as detailed in the report. The motion carried, all members voting “Aye.”

APPROVAL OF AGREEMENTS FOR DISTRICTWIDE MOVING SERVICES: OFFICE FURNITURE AND EQUIPMENT (15-7-103B)

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

APPROVAL OF REVISIONS TO BOARD POLICY 8.06, INVESTMENT OF DISTRICT FUNDS (15-7-104B)

It was moved by Trustee Holober and seconded by Trustee Schwarz to approve the revisions as detailed in the report. Executive Vice Chancellor Blackwood said she worked with Vice President Mandelkern on updating the policy and used much of the language that is in the County’s investment policy. She consulted with financial advisers to make sure the revised policy is within State regulations. Executive Vice Chancellor Blackwood said more information regarding risk was added, along with clarification about investment instruments. The revised policy also makes clear the District’s priorities in terms of preservation of capital.

Vice President Mandelkern suggested the following changes:

- In the section on investments in commercial paper, (1) include the definition of prime quality and (2) add “or less” to “. . . maturity limited to 180 days.”
- In conjunction with the “Security Description” table, add a statement regarding aggregate limits per issuer and minimum credit ratings.

Executive Vice Chancellor Blackwood said she will make these changes.

Vice President Mandelkern noted that the policy states that shorter-term portfolios should be benchmarked against indices like the 3 month T-bill; he asked if a 3 month or 6 month T-bill is more appropriate. Executive Vice Chancellor Blackwood said she chose the 3 month period because LAIF is generally shorter-term.

Vice President Mandelkern asked if individuals involved in investment activities report certain gifts and income in accordance with the Political Reform Act. Executive Vice Chancellor Blackwood said all those involved are included in the Board policy specifying individuals who must complete the Statement of Economic Interests (Form 700).

Executive Vice Chancellor Blackwood thanked Chief Financial Officer Raymond Chow for helping with the revisions to the policy. Trustee Holober thanked Executive Vice Chancellor Blackwood and CFO Chow, along with Vice President Mandelkern, and said he is pleased that a key objective is preservation of capital. After this discussion, the motion to approve the revisions with the changes noted above carried, all members voting “Aye.”

ACCEPTANCE OF CONTRACT TO RETAIN THE SERVICES OF BRIGHTLINE DEFENSE PROJECT TO EXPLORE AND ANALYZE A LOCAL HIRE REQUIREMENT FOR THE DISTRICT’S CONSTRUCTION PROGRAM (15-7-105B)

It was moved by Trustee Holober and seconded by Vice President Mandelkern to accept the contract as detailed in the report. Trustee Holober thanked Karen Powell, Executive Director of Facilities Planning & Operations, and José Nuñez,

Vice Chancellor of Planning, Maintenance and Operations, for preparing the report. Trustee Holober said the proposed contract includes conducting the research needed to bring back data which would enable the Board to make an informed decision about whether to go forward with developing some sort of requirements. However, he said the contract also includes what he would consider a second phase in which Brightline would “. . . propose a Local Hiring Program for the District and plan for implementation,” Trustee Holober said he does not want to presume that the Board is prepared to act on such a proposal; rather, he believes Board members have questions they would like to have answered before deciding whether a local hire program is feasible.

Ms. Powell said staff’s conversations with Brightline centered on conducting a survey and gathering data to help the Board understand what the opportunities and challenges might be. She said the assumption was that Brightline would offer various options and potential approaches rather than a “take it or leave it” proposal.

President Miljanich said her understanding was that a proposal from Brightline would be directed toward putting a mandated local hire program in place. Vice President Mandelkern said his recollection is that the Board was not ready to make a decision on moving forward with a mandated local hire program but would keep an open mind and have data brought back, such as the number of contractors that may or may not participate in a mandated program, local hiring hall capacity, and whether enough apprentices are available through the TIP program or otherwise. He said staff has reported that it has been difficult to secure such data from the local building trades and contractors. Vice President Mandelkern said he believes the first two tasks listed by Brightline are in line with this type of data gathering. He said he does not believe the Board is at a point of accepting the third task which is to propose a local hiring program and for plan for implementation.

Trustee Mohr said that, with the County unemployment rate at approximately 3%, he believes that looking at a mandated local hire program is off course. He said the Board’s values and mission statements, along with Board goals, make clear that the first responsibility is to advance the interest of the students who are served by the District. He said there are many social justice issues surrounding students, including the number of students living in poverty. He said that expending money to advance the interest of other groups of people is not directly related to the interests of students that the District is bound to serve. Trustee Mohr said he considers this a matter of priorities and of the central mission of the organization. He said he has great respect for the intention of a local hire program but does not believe it is an essential priority of the District.

Trustee Schwarz said the discussion at the July 8th study session ended with the majority of the Board agreeing to keep open minds and to seek a proposal from Brightline or another vendor to gather information. She said it is clear to her from Brightline’s proposal and from their prior meetings with the Board subcommittee that their goal is to help the District develop a local hire program, at a beginning charge of \$50,000. She said it might be time for the Board to decide who is in favor of a mandate or who is not.

Trustee Holober said he believes Brightline responded to what they were asked to respond to by staff. He said the result is different than where the Board’s discussion ended, which was a desire to gather more information about facts that could lead the Board to believe a mandatory local hire program cannot be done, can be done on a modest basis, or can be done on a less than modest basis. He said the Board’s direction was not to seek an actual proposal for a local hire program and a plan for implementation. President Miljanich said she asked repeatedly at the study session whether the purpose of going forward with a proposal from Brightline was to create a local hire mandate; she said it was clear to her that this was the point of moving forward. President Miljanich said staff is already working with local union leadership on the TIP program and this does not require any involvement by Brightline.

Trustee Holober said he is not comfortable with the assumption that the Board is ready to move forward with a program but would be interested in the possibility of getting feedback on information that Brightline can gather to help in the decision making process. Chancellor Galatolo said he believes the third task listed by Brightline – to propose a local hire program and plan for implementation – is intended to be a second phase; he said the subsequent activities listed by Brightline include:

- “Within six months, Brightline would produce a local hiring study to be submitted to the Board of Trustees, which would lay the foundation for a local hiring program as directed by the Board.”
- “Pending further action by the Board, Brightline can also assist in creating, passing, and implementing a new local hiring policy from January 2016 to December 2016.”

Ms. Powell said she made it clear to Brightline in her first email and in subsequent conversations that the Board authorized staff to seek a proposal to gather data and analyze the data to see if a local hire program would make sense for the District.

She said she informed Brightline that the Board would like to see a range of options and approaches. However, she said she believes that Brightline has an inherent assumption that the path forward is a mandated percentage.

President Miljanich said she is not in favor of spending \$50,000 to hire Brightline. She said she believes much is already known about the impact of a mandated program on a small governmental entity vs. the City and County of San Francisco. She said she does not believe this is within the core mission of the District. She said she believes it would distract from the core mission and do nothing to benefit underserved students. She said the District has just begun to do work with the TIP program and she supports Trustee Schwarz's concept of bridging work designed to make sure graduates find positions. She said she believes the local unions would support this effort but do not favor a local hire mandate. President Miljanich said she believes a mandated program attempts to shortcut the process of working with students who need to improve the skills and abilities that would enable them to get apprenticeships. She said she is opposed to building a new bureaucracy to monitor compliance related to a local mandate rather than working on educational programs. President Miljanich said she does not believe enough has been done to look at alternatives other than a mandate. She said the real issue might be that Board members do not all agree on the issue of the District imposing hiring requirements.

Vice President Mandelkern said he agrees that \$50,000 is a substantial amount of money that could be spent in ways that would directly impact students. He said \$50,000 is more than he expected the proposal to be. He said he questions spending that amount on something to which he is not sure the Board is committed. Vice President Mandelkern suggested asking Brightline if there is a way to have either a lower cost or a phased version so that the Board can see some initial data. Ms. Powell said she asked Brightline if there is a more economically efficient way to secure the data; she was informed that the cost cannot be modified because the research and survey are very time intensive.

Vice President Mandelkern said his recollection is that with previous bond measures, the Board had a goal of promoting local hire or apprenticeship programs on a voluntary basis; he asked Trustee Holober if this is his recollection as well. Trustee Holober said that the bond measure of ten years ago, the Board started down the same path, with internal discussions and some discussions with the building trades. He said the obstacles raised at that time are the same as those being raised now and the Board tried to work through fact vs. myth. He said he believed that seeking assistance from an entity with expertise could provide data that would allow the Board to see if a local hire program is something they would like to pursue. Trustee Holober said a voluntary program never moved forward because it was not incorporated into anything. Chancellor Galatolo said the District was met with great resistance by the local building trades which were concerned about leapfrogging and pulling people out of hiring halls. He said it has been difficult to secure data from the building trades. He said that a proposal from Brightline was seen as an option to get data from an independent body.

Trustee Schwarz said apprenticeship programs all have rules as to how they move participants through their systems and she does not believe this will change. She said she believes the only way to get a percentage of locally hired people is through a mandate. She said she would like to see the District employ locally hired people but is not comfortable with mandates. Trustee Schwarz said the Colleges give students opportunities to get an education but do not mandate that they work in a specific field if they complete a certificated program. She said she believes that mandates are not within the boundaries of what the District should be doing. She said she would like to see more work being done in conjunction with the TIP program.

Vice President Mandelkern said he hopes that if the proposed contract from Brightline is not approved, discussions will continue about what can be done through a PLA, reinforcing the TIP program, etc. to support the community. He noted that unemployment in the County is low but there are pockets of poverty where construction jobs that pay well could help.

Trustee Mohr said the intention of a local hire program involves a sensibility that the Board should not let go of. He said the District is in the business of bettering the lives of people and should be more engaged in creating educational pathways that lead to employment.

President Miljanich called for a vote on the motion to retain the services of Brightline. The motion failed, with Trustee Holober voting Aye and Vice President Mandelkern, President Miljanich, Trustee Mohr and Trustee Schwarz voting No.

Trustee Schwarz said she would like to continue the discussion about the TIP program. Chancellor Galatolo said this will be a study session topic or information report so that staff can get direction from the Board on how they would like to proceed. Trustee Holober said he has heard clearly that the Board wishes to focus only on things that are part of the core educational mission. He said this will inform his thinking on many proposals that will be brought forward in the future.

INFORMATION REPORTS

DISCUSSION OF PROGRAM LABOR STABILIZATION AGREEMENT (15-7-5C)

President Miljanich said this item is on the agenda because at the last meeting, the PLA was discussed as though there was an assumption it would be renewed and perhaps amended. She said the Board is different than when the PLA was initially approved and it is appropriate to have a broader conversation before making a decision at a future time.

Trustee Holober said he skimmed the studies that were included with the board report. He said that, like most academic research studies, they contain conflicting information and opinions and, therefore, might be interesting but not of great importance.

Vice Chancellor Nuñez said he is concerned about the costs associated with a PLA as well as the escalating construction costs in the County.

Trustee Mohr said there are two overarching matters that governing board members should consider: (1) how actions taken advance the interests of students and the presentation of curriculum and (2) protecting fiduciary responsibility by stewarding well and acting prudently with the funds provided by the community. He said PLAs have served districts well in many places; however, in the current environment, it is important to discover what the additional costs are likely to be before determining if a PLA would meet the overarching matters listed above. He recalled that Vice Chancellor Nuñez said at an earlier meeting that the \$388,000,000 bond approved by voters is not enough to complete all of the construction projects that were identified to advance the educational mission. He said additional costs due to having a PLA might reduce the advancement of the mission even further.

Trustee Schwarz said she did not realize the issue of whether to have a PLA was in question. She said the District adopted a PLA in the past and she has heard from many people that it has served the District well. She said that being able to have jobs done well and on time saves money. She said she is not opposed to discussing amending the PLA if appropriate but knows that she is in favor of continuing to have a PLA.

Trustee Holober said this is a politically charged issue. He said the first study included with the board report was funded by the Associated Builders and Contractors which is a non-union trade association which opposes PLAs. He said he believes it is worthwhile to conduct a comprehensive evaluation of economic conditions, particularly as the District gets closer to awarding contracts. He said there are many conditions that affect the cost of construction and assumptions have been made that may no longer be applicable. For instance, he said he questions the assumption that design/build should be the delivery method because he believes the environment is such that more competition might save money.

President Miljanich asked about the timing for going out to bid on construction projects. Chancellor Galatolo said discussions with partners offering Construction Manager at Risk, Design/Build and Lease/Leaseback methods, along with lowest responsive bidders, should begin within the next three to four months.

Vice President Mandelkern said he is surprised that the issue of the PLA is being brought forth at this time. He said he believes the PLA has served the District well through CIP1 and CIP2. He said he sees the sense of pride of local workers who use the facilities they helped build. He said he believes a PLA will continue to serve well as the District embarks on CIP3. He said he is not opposed to discussing appropriate modifications to the PLA.

President Miljanich said the issue of a PLA is being brought forth at this time because the makeup of the Board is not the same as when the initial PLA was approved and, therefore, it is appropriate to have a new discussion.

Trustee Mohr said there is much evidence that PLAs have been positive and constructive. However, he said it is the duty of the Board to examine the cost of discharging the public's money. He said he believes it is reasonable to ask how escalating costs would be connected or not connected with the imposition of a PLA.

Ms. Powell said that Bill Nack, former Business Manager of the Building and Construction Trades Council of San Mateo County, was a tremendous partner and helped generate competition in order to get favorable pricing. She said she is confident that the relationship will continue with James Ruigomez, current Business Manager/Executive Director of the San Mateo County Building and Trades Council.

Mr. Ruigomez said he represents 16,000 highly skilled men and women in the construction industry in San Mateo County who appreciate working on District projects. With regard to a local hire program, Mr. Ruigomez said it is difficult to hire people because of their zip codes rather than their skill sets. He said it is inconclusive whether a PLA increases costs. He said that without a PLA, the quality of work is often inferior and work has to be redone, costing a great deal of money. Mr. Ruigomez said a PLA is on target with the mission of social justice as it makes sure workers receive a fair wage. He said that, in doing so, workers take great pride in their work and deliver projects on time and on budget. He said he is eager to negotiate a PLA with the District.

Chancellor Galatolo said staff needs clarity from the Board regarding which projects will be included in a PLA, the nature of what will be included in the PLA, and incorporation of some flexibility in terms of trying to increase the number of respondents.

Trustee Mohr suggested that staff investigate what the cost of a PLA would be in the present environment, as well as the possibility of including flexibility so that if costs soar to a certain point, some other means will be open to the District.

Trustee Holober said he would like to discuss a comprehensive approach regarding how the \$388 million will be spent. He said there are many facets in addition to whether a PLA will increase costs, including consideration of whether this is the right time to commence construction vs. putting it on hold for a period of time. Trustee Holober said that if decisions are to be driven by economizing in order to maximize dollars for students, other areas such as green building goals might need to be reconsidered.

Vice President Mandelkern asked if a prospective housing project at Skyline College would be included in a PLA. He noted that the College Vista and Cañada Vista projects were not included in the PLA and the only labor disruption the District experienced was on the Cañada Vista project. Chancellor Galatolo said the housing projects were not included in the PLA because of the nature, subject and magnitude of the projects. He said “stick projects” are traditionally non-union. He said 94% of the work on Cañada Vista was union and 6% was non-union; the 6% caused the protest that occurred. Chancellor Galatolo said all projects included in the \$388 million bond would be PLA projects. He said the potential housing project at Skyline College is not now included as a PLA project but the Board would decide whether to include it.

President Miljanich said she is concerned about the possibility of delaying the commencement of construction. She said it was made clear to the voters who approved the bond that the needs were immediate. Chancellor Galatolo said experts in the industry have indicated that there is a \pm 26 month backlog of construction projects. He said it could be wise to delay construction by two years when there might be available resources and increased competition. However, he said there is also a risk that the construction boom will continue and costs could escalate even more. President Miljanich said it is also a risk of harming the public’s opinion after a campaign that stressed the fact that these are critical needs. She said if a decision is made to delay, the reasons should be made very clear to the community. Vice President Mandelkern agreed that needs were identified on the campuses and were conveyed to the community. He said he believes projects should be prioritized to make sure that projects connected with the core educational mission come first. Chancellor Galatolo said prioritization is taking place; for instance, the project to expand the Health and Wellness Center at College of San Mateo has already been scrapped.

Chancellor Galatolo thanked the Board for their guidance. He suggested that staff work with the local trades to get construction cost estimates, particularly mechanical, electrical and plumbing costs, and bring the estimates back to the Board to aid in making informed decisions.

THIRD QUARTER REPORT OF AUXILIARY OPERATIONS, 2014-15 (15-7-6C)

Trustee Holober said the report shows that there has been a net income from the San Mateo Athletic Club (SMAC) and Aquatic Center which has not been returned to the general fund but is increasing the reserves of SMAC. He said that at the time of the last audit, it was reported that a vast majority of net income was being banked for future costs of maintaining the pool. He asked if the report presented tonight reflects this and, if not, why the income has not been returned to the general fund. Chancellor Galatolo said Trustee Mohr raised this issue at an earlier meeting and suggested that the Board should have more active involvement and direction in how money from enterprise operations is used. Chancellor Galatolo suggested that this be a regular item on the agenda for the Board’s annual retreat; each year staff will bring a report on revenues and the Board will be asked to provide direction on how the funds should be utilized. Trustee Mohr said Chancellor Galatolo stated his point correctly. He said this is not a discretionary fund; it is money that comes out of the enterprise that results in the District having additional revenue. He said it is the business of the Board to direct utilization of resources that are generated not only by SMAC but other enterprise operations as well. Vice President Mandelkern noted

that funds were provided to support Jazz on the Hill and the Skyline College President's Innovation Fund. He said these are worthwhile programs but asked if these are the types of expenditures that will be decided by the Board. Chancellor Galatolo said they will. Trustee Holoher said he believes it is appropriate to earmark revenue sources for specific programs. However, he said it appears that there is a banking of all revenues and this is not good practice. He said revenues that are in excess of funds needed for equipment maintenance should be returned to the general fund.

COMMUNICATIONS

President Miljanich said that since the last meeting, the Board received an email from a fisherman at Pillar Point Harbor regarding issues with the Harbor Commission.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Bajwa said he is preparing a comprehensive report to students on items from the last several Board meetings. He will bring back to the Board any comments or questions the students have.

Trustee Mohr welcomed Vice Chancellor Moore to District and to the important role she is filling. He said AB 288 is in the State Senate; this bill would allow high school students other than seniors to take up to 15 units at community colleges; Trustee Mohr said this would open pathways to underrepresented student populations. Trustee Mohr said he is pleased to see College for Kids operating successfully at Cañada College.

Vice President Mandelkern welcomed Vice Chancellor Moore and said he looks forward to working with her.

President Miljanich welcomed Vice Chancellor Moore to the District and said she is excited to have her join the District. President Miljanich said she will be unable to attend the Board meeting on August 12 and requested that Vice President Mandelkern chair the meeting.

Trustee Schwarz said she enjoyed "The Sky Tonight" Planetarium Show at College of San Mateo and reminded those present that this event is held on the second Friday of each month. She also enjoyed the Classified Appreciation Lunch and Service Awards Ceremony at College of San Mateo.

RECESS TO CLOSED SESSION

President Miljanich announced that during Closed Session, the Board will hold a conference with Labor Negotiator Eugene Whitlock; the employee organization is AFT. The Board will also hold a conference with legal counsel regarding one case of anticipated litigation as listed on the printed agenda.

The Board recessed to Closed Session at 9:05 p.m. and reconvened to Open Session at 9:40 p.m.

CLOSED SESSION ACTIONS TAKEN

President Miljanich reported that at the Closed Session just concluded, the Board took no action.

ADJOURNMENT

It was moved by Vice President Mandelkern and seconded by Trustee Schwarz to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 9:42 p.m.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the August 12, 2015 meeting.

Dave Mandelkern
Vice President-Clerk



President's Report to the Board of Trustees

Dr. Regina Stanback Stroud



Nicole R. Harris, 2015 Pister Scholarship Recipient
Photo Credit: Maryam Hadi

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NICOLE R. HARRIS 2015 PISTER SCHOLARSHIP RECIPIENT



Nicole Harris' educational path hasn't been a straight line. It's one that's developed in step with the ups and downs of her life. But she used every challenge along the way to make her stronger, and she's consistently working to share her message of self-empowerment with those around her.

This year, in addition to graduating from Skyline College with a degree in communication studies, Nicole is also the recipient of the prestigious \$20,000 Pister Scholarship awarded to just 13 community college students nationwide who wish to transfer to UC Santa Cruz, show exceptional achievement despite adverse socioeconomic status, and have demonstrated a commitment to assisting and improving the lives of others.

Diagnosed as legally blind in 2012, Nicole decided to return to school because she was determined to ensure her own self-sufficiency.

“ *I asked myself, ‘where can I find freedom?’* ”

For Nicole, the answer lay in education. So Nicole enrolled at Skyline College where she felt connected to its mission of equality and social justice. As soon as Nicole set foot on campus, she was enthralled by the energy and enthusiasm of the faculty, students and staff and she knew she wanted to get involved.

Nicole took advantage of the services of the Disability Resource Center and quickly became immersed in campus life. She joined the Black Student Union, volunteered frequently, and was soon encouraged by former Associated Students of Skyline College (ASSC) President, Jose Luis Sanchez, to get trained as a meeting facilitator, and later to consider running for ASSC president herself. She ran, and won.

Nicole afforded herself a multitude of opportunities because of her commitment to her education, her involvement in ASSC, and the supportive atmosphere at Skyline College. She has lobbied in Washington D.C., spoken on the steps of the State Capital in Sacramento, and been named Treasurer for the California Community Colleges Black Caucus.

Today, majoring in community studies at UCSC, Nicole's goal is to become a communications teacher and motivational speaker, spreading her message of self-love and self-confidence to the world around her.

Article by Connor Fitzpatrick. Photo by Maryam Hadi.

TEACHING THROUGH HIP HOP



For many students, there is a perceived disconnect between what they're passionate about and what they're studying in school. Education can seem unapproachable simply by virtue of the fact that it doesn't speak to their interests or experiences.

But when you blend topics that are truly relevant to students with the courses they need to graduate and achieve their educational goals, then you'll find students are more motivated to succeed and are increasingly passionate about their work. That's what the Center for Innovative Practices through Hip Hop Education and Research, known as CIPHER, is banking on with its students.

The Skyline College organization, launched with the support of the President's Innovation Fund, is a hip hop and social justice community that seeks to foster leadership development and creativity both in and out of the classroom. CIPHER strives to reach youth through the hip hop culture, tying their education with topics that are relevant and interesting to their generation. Recently, Skyline College's CIPHER program was mentioned in

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The Praxis Blog where blogger Justine Ouano touted the program's connection to students alongside a program at Harvard University:

Many can look to the examples of Harvard University, which houses the nation's first Hiphop Archive and Research Institute, and the Nasir Jones Hiphop Fellowship, as well as in community colleges such as Skyline College's Center for Innovative Practices through Hip-Hop Education and Research (CIPHER) in the Bay Area. Here are two extremely different institutions, yet similar in their understanding of the way in which hip-hop resonates in people's every day lives and therefore can and should be used as a tool to facilitate the learning process.

Utilizing hip hop pedagogies as the educational framework, CIPHER aims to promote best practices, collaboration and research to enhance educational access and opportunities, in turn, supporting Skyline College's vision of empowering a global and diverse community of learners. CIPHER offers educational and professional development opportunities for students, faculty, staff and administrators, most notably through their annual Rock the School Bells (RTSB) conference.

Rock the School Bells is a one-day conference aimed to empower and educate youth and students about the importance of higher education and career exploration through a culture that resonates with them. More than 2,000 youth and students from middle schools and high schools all over the bay area have attended the RTSB conference since its inception in 2007. It has served as an effective bridge to Skyline College as students embark on their educational journey through CIPHER.

Once enrolled at Skyline College, students can join the CIPHER Hip Hop Learning Community, launched in fall 2014, that allows students to take a prescribed set of courses in English, history, business, and college success. The curriculum was designed using hip hop to connect students to the material in the classroom but also engage them as active participants toward social change in their communities. Twenty-seven students joined the first cohort and upon completion of the first year, success rates were 81% with an 85% retention rate.

Article by Connor Fitzpatrick. Photo by Maryam Hadi.

MATH JAM PREPARES STUDENTS FOR SUCCESS



The Skyline College Math Jam is a free, two week program that takes place twice each academic year preceding the fall and spring semesters. From a modest start of 10 students in winter 2014, the program has grown to serve 60 students in the recently completed program this June. Math Jam helps students prepare for an upcoming math course, prepare for the math placement test, or prepare to retake the placement test in order to begin at a level they feel is more aligned with their skills.

Math Jam is a great example of collaboration; David Hasson provides math faculty leadership for the program, while The Learning Center and TRiO Instructional Aides Hong Guo and Miranda Wang provide essential support by leading activities and workshops. Learning Center graduate and peer tutors provide additional support, and the program is a great way for them to develop their skill sets. The program has been expanded from one week to two, and utilizes the entirety of The Learning Center, including the classroom, computer labs and the Math tutoring lab.

Future plans call for expanding the number of students who participate, and this may require additional locations to accommodate more students. Math Instructor David Hasson sees the immediate goal as maintaining steady enrollment in each intersession preceding the fall and spring semesters as the capacity is built to expand the program. A related initiative that will compliment Math Jam currently in the developmental stage is Word Bridge; this program will be similar in design to Math Jam, but focused on preparing incoming students for success in Skyline College English courses.

Article by David Reed. Photo by Gino De Grandis.

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CENTER FOR TRANSFORMATIVE TEACHING AND LEARNING (CTTL) CONTINUES TO INSPIRE AND DEVELOP EMPLOYEES



With its mission of being the foremost provider of educational and instructional resources for faculty, staff, and administrators at Skyline College, the Center for Transformative Teaching & Learning (the CTTL, also known as the Center) continues to support the Skyline College vision of “inspiring a global and

diverse community of learners to achieve intellectual, cultural, social, economic, and personal fulfillment.” This vision, no doubt, extends to Skyline College employees and is evident in the robust range of ongoing professional development activities the CTTL has designed for Skyline College employees.

In May 2015, the CTTL/Professional Development, offered its 200th workshop since the CTTL’s creation just a little over 2 years ago! Additionally, for the first time in Skyline College’s history, over 30 professional development workshops, ranging in topics from best practices in distance education to student services and community building, were offered to employees during the summer session months.

The CTTL is also excited to announce that on August 12, as a prelude to the CTTL’s full line-up of Fall 2015 professional development activities and workshops, Skyline College will hold its first-ever pre-Flex Day professional development event. The day will begin with a keynote presentation from a nationally recognized leader in higher education and champion for educational opportunity and innovation, Dr. Mark David Milliron.

Dr. Milliron is Chief Learning Officer and Co-Founder of the student success and analytics innovator Civitas Learning. In previous roles, Mark has served as the founding chancellor of WGU Texas; the Deputy Director for Postsecondary Improvement with the Bill & Melinda Gates Foundation; Endowed Fellow and Director of the National Institute of Staff and Organizational Development in the College of Education at The University of Texas at Austin; Vice President for Education and Medical Practice with SAS; and President and CEO of the League for Innovation in the Community College.

The keynote presentation will be held from 10:00 a.m. – 11:30 a.m. in the Skyline College Fireside Dining Room, Building 6. Members of the Board and all district faculty and staff are invited to attend. The day will also include several afternoon workshops for Skyline College faculty and staff interested in new ideas for getting the semester off to a strong start.

Article by Nina Floro and Jonathan Paver.

JUMP START CLASS OF 2015



Jump Start is a six-week summer program designed to help high school students with college potential to upgrade their skills in English, math, critical thinking, and college success skills. The program is held during the Summer Session, beginning June and ending July. This year all 29 students who started successfully completed the program!

There are four goals for the program: build foundational skills to enable students to succeed in college level courses; provide students with instruction that engages a variety of learning styles and is presented in a non-intimidating manner; provide students with opportunities to explore college and future careers in a realistic and optimistic context; and create a supportive environment that highlights student success and motivates students to meet challenges.

There are no direct costs to participants of the Jump Start Program, but students must be California residents and be enrolled at a North County high school as a junior or senior. Students are supplied with the academic materials they need to complete each course. They are also provided lunch and a SamTrans bus pass for the duration of the program.

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The end of the six week program culminates with a ceremony of completion, much like a mini graduation. Students, family, and guests participate in a ceremony where the success and achievements of each student are celebrated.

Article by William Minnich. Photo by Claudia Paz.

SKYLINE COLLEGE ANNUAL REPORT



Skyline College will debut its fourth Annual Report on Opening Day. The annual report summarizes the college's accomplishments and notable events that were held during the year. It features new academic programs, progress made on college priorities, employee highlights, and communicates the richly diverse cultural environment that is so unique at Skyline College. Further, the annual report documents the college's fiscal health and accountability for the community's support. We hope you enjoy this encapsulated version of the 2014-2015 academic year.

Article by Cherie Colin. Cover design by Keisha Ford.

INTERNATIONAL STUDENT ORIENTATION



On August 4, Skyline College welcomed 60 new international students for the fall 2015 semester for the first day of their three-day International Student orientation. The students are from over 30

countries, including Brazil, Canada, China, Colombia, Curaçao,

Germany, Japan, Kazakhstan, Kuwait, Morocco, Myanmar, Saudi Arabia, Sri Lanka, Sweden, Tunisia, and Vietnam. The International Students Program (ISP) Manager Wissem Bennani and Program Services Coordinator Chikako Walker hosted the orientation with the assistance of seven student leaders. The day began with introductions from SMCCCD Vice Chancellor Eugene Whitlock and International Education Director, Diane Arguijo who welcomed the students on behalf of the district. Interim Dean of Global Learning Programs and Services, Dr. Tammy Robinson welcomed the students to campus. During the orientation, students had an opportunity to get to know each other through icebreaker activities and meals. The students were presented with immigration information and study abroad opportunities. They attended the counseling orientation and a resource fair during lunch and participated in a tour of the campus.

The student leaders who are current ISP members took a leadership role in the activities, sharing their own personal experiences hoping to aid new students in their transition to Skyline College. Representatives from Counseling and the Assessment Center were present as well, taking the extra time and care to ensure these new students experience a smooth transition into their academic career at Skyline College by helping them navigate placement tests and class registration.

Article by Brittney Sneed. Photo by Claudia Paz.

SUCCESS SUMMIT AT SKYLINE COLLEGE – FRIDAY, SEPTEMBER 25, 2015



The Success Summit is a half-day forum designed to bring together business and civic leaders from all sectors to discuss innovative strategies for solving tough issues that affect

San Mateo County businesses and residents. In dynamic breakout sessions, participants will meet face-to-face with key decision makers within the county, including elected officials, business and industry leaders, employers and educators and gain insight on how they can effectively work to shape the future of their community and their business.

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Breakout sessions will offer knowledge on topics of importance to the region through an overview of current trends and activities presented by a panel of experts, a moderated question and answer session, and the opportunity for attendees to add their voice to the conversation contributing their perspectives, sharing solutions and providing their choices for shaping forward movement and successful outcomes.

The Success Summit is presented by the President's Council of Skyline College and sponsored by Skyline College, PG&E, First National Bank, San Mateo Credit Union and the San Mateo County/Silicon Valley Convention and Visitors Bureau. The conference will be held in the Student and Community Center, Building 6, 2nd Floor on the Skyline College campus on Friday, September 25, 2015 from 8:00 a.m. - 12:30 p.m. The registration fee is \$75 and includes breakfast and materials.

Visit the Success Summit website at
www.skylinesuccesssummit.com to register today.

UPCOMING EVENTS

THE NEXT GENERATION OF LEARNING WITH

DR. MARK MILLIRON

Wednesday, August 12, 2015

10:00 a.m. - 11:30 a.m.

Fireside Dining Room, Building 6

OPENING DAY CELEBRATION

Friday, August 14, 2015

8:00 a.m. - 4:00 p.m.

Theater

SAN MATEO COUNTY COMMUNITY COLLEGES

FOUNDATION 5TH ANNUAL GOLF TOURNAMENT

Monday, August 24, 2015

8:00 a.m. - 6:30 p.m.

Stanford University Golf Course

Junipero Serra Boulevard, Stanford, CA 94305

SKYLINE COLLEGE DANCE FESTIVAL

Saturday, September 19, 2015

10:00 a.m. - 6:00 p.m.



President's Report to the SMCCCD Board of Trustees

President Michael Claire ~ August 12, 2015

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College Opening Day Offers Full Schedule of Activities



Photo provided by CSM Community Relations and Marketing

On Friday, August 14, CSM will welcome faculty and staff to the college's Opening Day festivities. The day begins at 8 a.m. with an opportunity for colleagues to gather for a continental breakfast in the Theatre Courtyard. At 9 a.m., President Mike Claire will officially kick off the new academic year with an all-college meeting that will include campus updates and the introduction of new faculty and staff. The college is pleased to welcome Arash Daneshzede who will serve as the Opening Day keynote speaker. Selected by CSM's Center for Academic Excellence Committee, Arash is the director of education programs at Hip-Hop Chess Federation and faculty member for the San Quentin Prison University Project. The title of his presentation is "Achievement is a Big Ol' Lie: Changing the Dialectic of Success from Achievement to Autonomy." The Committee has also planned a number of professional development workshops covering a wide range of topics which will be held throughout the day.

College of San Mateo

Lender's Fair Promotes Small Business Success



Photo by Alexis Madayag



Photo by Alexis Madayag

More than 160 small business owners and entrepreneurs recently attended the Access to Capital Lender's Fair hosted by the San Mateo Small Business Development Center (SBDC). The half-day workshop held at CSM focused on efforts to stimulate economic growth for small businesses throughout the County. According to Robert Shoffner, director of the San Mateo SBDC, "Access to capital has been and continues to be a

key impediment to growth for small businesses. Lack of capital is one of the primary reasons businesses fail, while access to capital has a positive and significant effect on small business revenue growth, revenue levels and number of employees. Providing capital to small businesses is one of the keys to their success."

The event featured a panel of experts speaking about traditional and alternative lending products as well as providing networking opportunities with potential lenders and other small businesses. Speakers included Robert Shoffner, Chancellor Ron Galatolo, President Mike Claire and Ton Qin, deputy district director of the Small Business Administration.

The Lender's Fair was sponsored by Lending Club, Capital Access Group, Community Bank of the Bay, Boston Private, Cutting Edge capital, Pacific Community-Ventures, Marble Bridge funding Group, Inc., Working Solutions, VISA, City of San Mateo, U.S. SBA and the SMCCCD. This event is the fifth of 10 planned programs within the Norcal SBDC Regional Network that will focus on growth strategies for transforming small business by adding resources to expand, increase sales and create and retain jobs locally.



CSM Makes the Grade In *USA TODAY* Competition

In a recent *USA TODAY* article (July 30, 2015), “NorCal vs. SoCal Community Colleges: Who Makes the Grade,” CSM was cited along with Hartnell College as two schools with significantly high transfer rates. CSM was also listed in the top 10 Best Northern California Community Colleges. The article pitted community colleges in Northern California against those in the southern part of the State, comparing four metrics: university transfer rate, student-faculty ratio, affordability and distance education. Northern California captured the top spot for university transfer rate and student-faculty ratio while Southern California received higher ratings for distance education and affordability. The article comes from the *USA TODAY* College Contributor network; it is available at schools.com/articles/norcal-vs-socal-education.



Photo by Sean Arbabi

Kudos

~ Four CSM transfer students are in the first cohort to graduate from Palo Alto University's CSM-based bachelor's degree program. The graduates and their future plans are:

Nicole Busse Schumaker: will attend nursing school at San Francisco State University

Herman Johal: graduated Magna Cum Laude and is currently working, but looking for opportunities to teach abroad

Kevin Murphy: taking a year off before looking for full-time work

Francis Young: will begin his own consulting firm

~ CSM alum and transfer to Cal Berkeley **Sione Sina** has committed to playing for University of Utah. Sina, a defensive end, redshirted in 2013 and played in only one game for Cal in 2014. He will be a redshift senior for the Utes.

~ The City of South San Francisco recently hired six new police officers and all are graduates of CSM's Policy Academy. The new officers are **Gabriel Carriel**, Hayward; **Andrew Constantino**, Burlingame; **Phillip Nielsen**, San Mateo; **William Ojakian**, San Bruno; **Grable Ramirez**, Manteca; and **Dylan Westfall**, Danville.



Photo provided by the Office of South San Francisco



~ **Bob Rush**, emeritus professor of physical education and athletics, was inducted into the Northern California Sports Hall of Fame for his accomplishments in track and field over the past 65 years. Rush, who spent 26 years as track, field and cross country coach at CSM and six years as a teacher and athletic director at San Mateo High School, was previously inducted into both schools' halls of fame. In addition to his coaching career, Rush invented the first electronic recording timer for track and cross country called the "Chronomix," a ground-breaking innovation that was adopted for use internationally.

UPCOMING EVENTS

College Opening Day

Welcome Back to 2014-15 Academic Year

Friday, August 14, 8 am – 4 pm

CSM Campus

Psychology/Philosophy Movie Night

Friday, September 4, 6:30 pm - 9 pm

CSM Theatre

San Mateo Middle College Fall Back-to-School Night

Wednesday, September 9, 6-8 pm

College Center, Room 193

CSM Football vs. Modesto Junior College

Saturday, September 12, 1 pm

CSM College Heights Stadium

Transfer Day

Wednesday Sep 16, 9:30 am - 1 pm

CSM College Center Building 10, Bayview Dining Room

CSM Football vs. Butte College

Sat Sep 19, 2015

1:00 pm

CSM College Heights Stadium

Total Eclipse of the Harvest Supermoon

Sunday, Sep 27, 6:30 pm - 9:30 pm

CSM College Center Terrace, Second Floor

Student Success Story: Winnie Wu (Chiao-Hui Wu)

UC Berkeley, Communications

Attending CSM was one of the best choices I have ever made. As an international student from Taiwan, I was really excited and nervous about studying in the United States. As it turned out I didn't have anything to be nervous about. At CSM I was able to pursue my dreams in a diverse educational environment. The college provided me a lot more opportunities than I ever expected and it prepared me for a higher level of education.

Thanks to encouragement from the staff at the International Student Center, I joined the International Student Club and Student Senate during my first year at the college.

As an active member of both organizations, I learned to how to create big events, manage a group of

people, and apply these events to social issues. I became a student senator and the president of the International Student Club. Those experiences helped me to develop leadership skills, hone my critical thinking abilities and transform my love for public speaking into a voice for students. I worked to become a bridge that connected cultures in the classroom between my teachers and my classmates, through peer-to-peer support.

I gained much from the support provided by **Mike Mitchell** in Transfer Services and **Martin Bednarek** in counseling. Mike provided information about different transfer approaches, such as the Transfer Admission Guarantees, assist.org, and the Common Application. He also gave me advice on my personal statement for my transfer application. Martin helped me to build my educational plan, kept track of my progress and helped me to make changes to fulfill the requirements of different universities that I was considering.

CSM was a great transition for me to continue my education in a different country. In two years of studying at CSM, I learned a lot both inside and outside of the classroom. I appreciate that CSM offered me many opportunities to experience various extracurricular activities which helped me prepare for the next stage in my education. Thanks to the wonderful faculty and staff, I gained admission to several top UC campuses, as well as USC. I decided to attend Berkeley and I know that my education at CSM will serve me well. (Original content contributed by Transfer Services)



Photo provided by Transfer Services



Cañada College

report to the
SMCCCD Board of Trustees

August 12, 2015

Edited by Larry G. Buckley, PhD

in this issue:

- Summer Engineering Institute at SFSU pg. 2
- Colts Academy Welcomes 37 Incoming Cañada Students pg. 3
- Record Number of International Students pg. 5



pg. 2

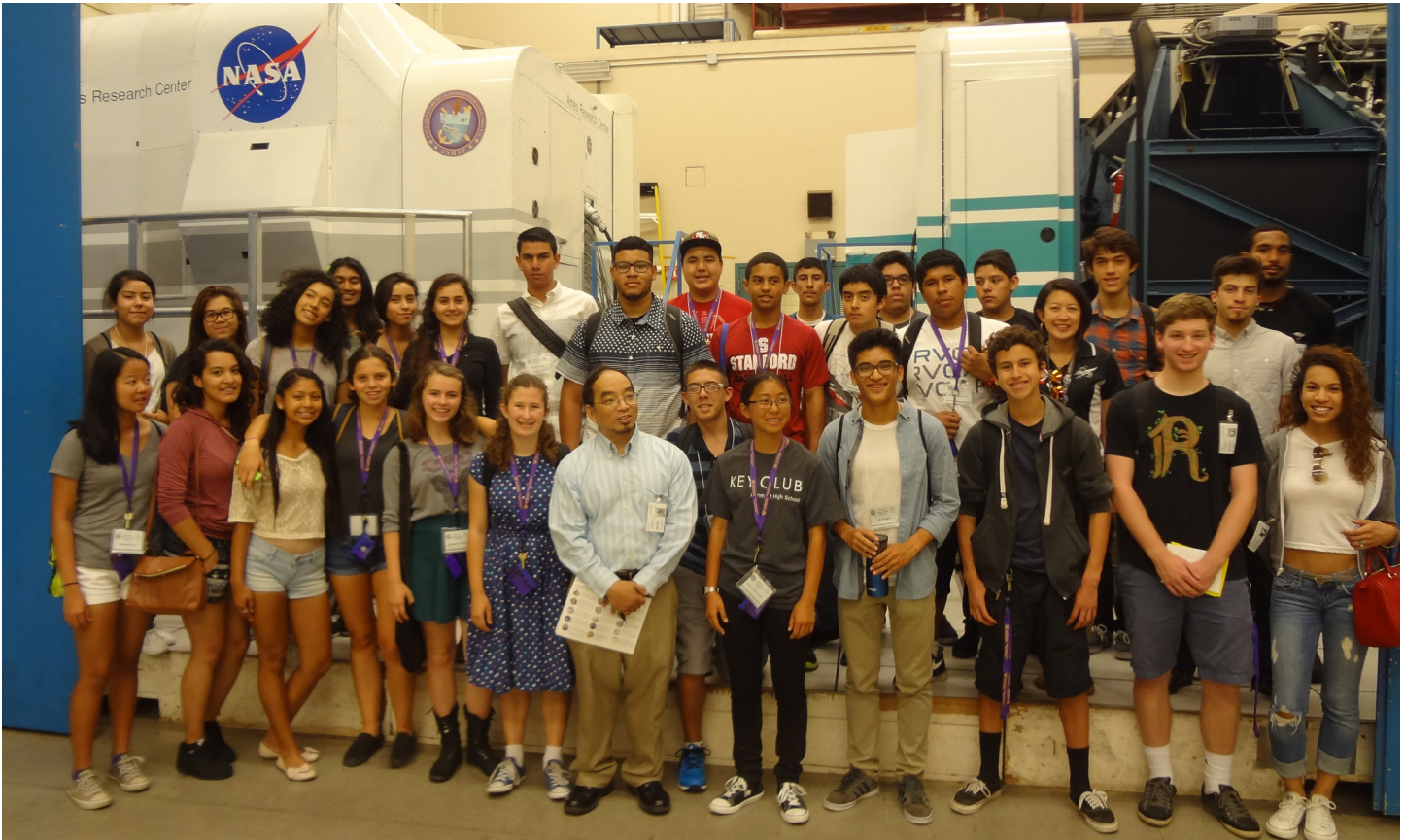


pg. 3



pg. 5

Summer Engineering Institute at SFSU



From July 12 to July 24, Cañada College co-hosted the 2015 Summer Engineering Institute with the School of Engineering at San Francisco State University (SFSU). Twenty six rising high school juniors and seniors participated in this residential program designed to provide real-world context to the study of Engineering through applied, hands-on problem solving and design-oriented projects.

Participants engaged in workshops in the major fields of Engineering as well as Engineering Design, Robotics, Computer Programming, Renewable Energy, Bridge Design, Microcontrollers, App Development, Thermodynamics, Computer-aided Design, Public Speaking, Résumé Writing, and Interview Skills. Daily activities included classroom instruction and demonstrations, group and individual lab activities, guest speakers, panels, project time, and field trips. The final day of the institute included student presentations of their culminating design projects to a panel of Engineering professionals, Engineering faculty, family and friends.

Cañada College President, Larry Buckley, was one of the guest speakers at the awards ceremony, together with SFSU Provost Sue Rosser, and SFSU College of Science and Engineering Dean Keith Bowman. Coordinated by Cañada Engineering Professor Amelito Enriquez and SFSU MEP Director Nilgun Ozer, more than 200 high school students have completed the Summer Engineering Institute since 2009.

Colts Academy Welcomes 37 Incoming Cañada Students



“I came to COLTS Academy looking for a good start to the college life. I’ve found it!”

Benjamin Gumbley – COLTS Academy 1 student

From July 24-30, a cohort of 37 incoming Cañada students participated in the second COLTS (Community of Leadership and Transfer Success) Academy 1: Start Strong. COLTS Academy 1 is a 4-day bridge program aimed to support new, first-year students who recently graduated from high school to transition smoothly into their first year at Cañada. The Academy provided students with the opportunity to:

- **Connect** – meet fellow Cañada students, faculty, and staff.
- **Lead** – learn about leadership opportunities on campus, as well as how to be leaders in their educational journey.
- **Succeed** – walk away equipped with tools and resources for college success.

It was a lively week full of interactive workshops and activities facilitated by Cañada continuing students, staff, and faculty from different departments including Admissions and Records, Outreach, Financial Aid, Counseling, TRIO, Transfer Center, A2B, STEM, Library, Psychological Services, SparkPoint, Career Center, Student Life, Learning Center, and BTO Peer Mentors, etc. As students started the week, they had many questions and concerns about the transition to college which was addressed through workshops focused on the college transition, their learning styles, course preparation, and transfer success. Additionally, students received support from the BTO (Bridge to Opportunities) Peer Leaders who worked diligently each day to keep them engaged and connected by facilitating icebreakers and sharing their own college experiences. By Thursday, COLTS Academy 1 students were a cohesive group who were thrilled to take on their first college experiences equipped with academic tools and a new community to support them.

As these students continue at Cañada, they will have an opportunity to also participate in the following:

- **COLTS Academy 2: Stay Strong-** For continuing Cañada students
- **Transfer Academy: Finish Strong-** For transfer-ready students

Colts Academy Welcomes 37 Incoming Cañada Students (cont.)

The COLTS Academy Planning Committee would like to thank all the students, faculty, staff, and administrator that participated this year. We hope to maintain this strong collaborative network and look forward to making COLTS Academy even more successful next year. COLTS Academy 1 is part of a college-wide strategy to promote student success and transfer. Start Strong. Stay Strong. Finish Strong!



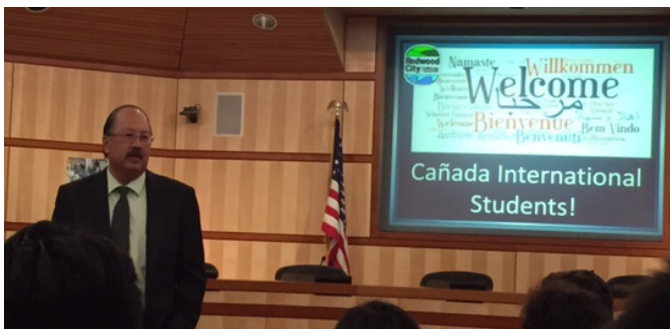
Cañada College Welcomes Record Number of International Students

Cañada College welcomed 43 new international students this Fall 2015 semester, bringing the international student enrollment to 111. The students are from 17 countries including Canada, China, Costa Rica, Germany, Greece, India, Jordan, South Korea, Malaysia, Mexico, Mongolia, Myanmar, Nepal, Poland, Spain, Taiwan, and Spain.

The campus community welcomed them at a Welcome Luncheon on Monday, August 3 sponsored by ISP Homestays. Vice Presidents Gregory Anderson and Kim Lopez congratulated the students on their journey as an international student in the U.S. so far. Misha Maggi, Center for Student Life Manager, and International Student Ambassadors Dominique Franceschi and Khairunisa Nik encouraged the students to get involved and share their culture with the campus community.

The new international students also had an opportunity to tour downtown Redwood City and received a warm welcome from Redwood City Major Jeff Gee, Councilmembers, and members of Redwood City International. Their orientation ended with a fun-filled day at Great America riding roller coasters and enjoying the last days of summer.

We're excited to grow our international student population and provide more opportunities for our community to understand and appreciate different points of view within our diverse community.



BOARD REPORT NO. 15-8-1A

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Eugene Whitlock, Vice Chancellor, Human Resources and General Counsel
(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

College of San Mateo

Laura Demsetz Interim Dean, Creative Arts & Social Science Creative Arts/Social Science

Reassignment from faculty position (Salary Schedule 80) into this administrative assignment at Grade AD of the Management Salary Schedule, effective July 27, 2015.

B. PUBLIC EMPLOYMENT

1. Employment

Cañada College

Casey Fortier Laboratory Technician Science and Technology

New part-time (80%), 10-month classified employment, effective August 10, 2015.

Jamie Hui Retention Specialist Business, Design & Workforce

New full-time, 12-month classified employment, effective August 11, 2015.

Tori Black Instructor, Early Childhood Education Business, Design & Workforce

New temporary academic employment, effective for the 2015-16 academic year.

Ryan Chan Counselor Counseling

New temporary academic employment, effective for the 2015-16 academic year.

Christopher Rico Counselor Counseling

New temporary academic employment, effective for the 2015-16 academic year.

Nadya Sigona Counselor Counseling

New Contract II status academic employment, effective August 13, 2015.

College of San Mateo

David Chin Instructional Aide II Business & Technology

New full-time, 12-month classified employment, effective August 3, 2015.

Geoffrey Brown Learning Disability Specialist Counseling

New Contract I status academic employment, effective August 13, 2015.

District Office

John Leonardini Public Safety Officer Public Safety

New full-time, 12-month classified employment, effective August 10, 2015.

Winifred Kwofie Facilities Manager Facilities

New full-time, 12-month Classified Supervisory employment, effective August 10, 2015.

Antonio Quadra IT Support Specialist ITS

New full-time, 12-month classified employment, effective August 24, 2015.

Skyline College

Vincent Lorenzo Office Assistant II (Middle College) Language Arts

New full-time, 12-month classified employment, effective August 4, 2015

C. REASSIGNMENT**District Office**

Jessica Pulido Administrative Assistant (Measure H) Facilities

Promoted through the hiring process from a full-time, 12-month Campus Facilities Operations Technician (Grade 24A of the Classified Salary Schedule 60) into this full-time, temporary position at Grade 27 of the same salary schedule, effective August 1, 2015.

D. TRANSFER**Skyline College**

Lygia Isaacs Office Assistant II Global Learning Programs & Services

Transfer from a full-time, 12-month Cosmetology Office Assistant position (2C0250) in Business/Industry Relations into this full-time, 12-month position (2C0144), effective July 13, 2015.

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

1. Recommend a change in staff allocation to increase one temporary full-time, 10-month Planning and Research Analyst position to a temporary full-time, 12-month position in Planning, Research, and Institutional Effectiveness, effective August 13, 2015.

College of San Mateo

2. Recommend a change in staff allocation to add one full-time, 12-month Administrative Assistant position (Grade 27 of Salary Schedule 60) in Planning, Research, & Institutional Effectiveness, effective August 13, 2015.

Districtwide

1. Recommend a change in grade and salary schedule for the Executive Assistant to the President position classification from grade 195S of the Classified Professional/Supervisory Salary Schedule (40) to a new grade 215C of the Confidential Salary Schedule (50), effective July 1, 2015. In addition, recommend that the assignments of the incumbents Barbara Bucton and Theresa Tentes be adjusted accordingly, effective July 1, 2015.
2. Recommend a change in grade and salary schedule for the Executive Assistant position classification from grade 180S of the Classified Professional/Supervisory Salary Schedule (40) to a new grade 201C of the Confidential Salary Schedule (50), effective July 1, 2015. In addition, recommend that the assignments of the incumbents Roxanne Brewer, Deborah Joy, Robin Lee, Golda Margate, Sherrie Prasad, Joan Tanaka, Juan Dennis Tordesillas, Danielle Vlahos, and Jane Wong be adjusted accordingly, effective July 1, 2015.
3. Recommend a change in grade and salary schedule for the Facilities/Public Safety Executive Assistant position classification from grade 195S of the Classified Professional/Supervisory Salary Schedule (40) to a new grade 215C of the Confidential Salary Schedule (50), effective July 1, 2015. In addition, recommend that the assignment of the incumbent Carina Warne be adjusted accordingly, effective July 1, 2015.

4. Recommend a change in grade and salary schedule for the Senior Executive Assistant position classification from grade 197S of the Classified Professional/Supervisory Salary Schedule (40) to a new grade 216C of the Confidential Salary Schedule (50), effective July 1, 2015. In addition, recommend that the assignment of the incumbent Virginia Brooks be adjusted accordingly, effective July 1, 2015.

F. LEAVE OF ABSENCE

None

G. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION

1. Retirement

None

2. Resignation

Cañada College

Michael Ferrari

Library Support Specialist

Library

Resigned effective July 31, 2015.

College of San Mateo

Kevin Henson

Dean, Creative Arts & Social Science

Creative Arts/Social Science

Resigned effective August 7, 2015.

Leila Sadr

Office Assistant II

Language Arts

Resigned effective July 29, 2015.

District Office

Megan Stewart

Project Coordinator I (Measure H)

Facilities

Resigned effective July 31, 2015.

H. 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	ALL/Expanding Student Opportunities (ESO)	1	07/06/2015	12/31/2015	Office Assistant II: Create fliers for TRiO, the Learning Center, tutoring, and A2B programs and services.
Cañada	VPSS/Disability Resource Center	2	07/01/2015	12/31/2015	Instructional Aide II: Alternate Media instructional assistant for Kruzweil software and zone editing. Provide required ADA academic accommodations of alternative book and print format for eligible students registered with the DRC.
Cañada	Counseling/Student Services	1	08/16/2015	12/31/2015	Division Assistant: Position is currently vacant and needs a temporary staff for Fall 2015. This person will initiate, implement and coordinate office procedures and timelines in order to provide support for various division services. Perform administrative unit budget maintenance, including assisting and providing coordination with budget development, processing budget transfers and expenditure journals.
Cañada	Athletics, Kinesiology & Dance/Library/Learning Resources	17	07/01/2015	06/30/2016	Assistant Coach: Assist with coaching, recruiting, practice planning/implementation, record-keeping, and filming practices/games. Coaches will be assigned to support Men's Soccer, Women's Soccer, Women's Volleyball, Men's Basketball, Women's Tennis, and Men's Baseball.
District Office	International Education	1	08/13/2015	12/31/2015	Office Assistant II: Assist in planning events and visits for visitors coming to District. Process expense reports and procard reconciliation. Research international data and marketing use. Assist in planning and execution of recruitment trips. Other office projects as necessary.

Skyline	Academic Support and Learning	5	08/12/2015	12/31/2015	Instructional Aide II: Provide individualized and small group tutorial services to students in specific subject areas (i.e., Math, English, ESOL, Chemistry, Biology, Accounting and Social Science) over the course of a 12 hour day; assist in the presentation of workshops, classroom visits and study groups. Number of IA's not to exceed 5.
Skyline	Academic Support and Learning	1	07/01/2015	12/31/2015	Instructional Aide II: Provide additional support to faculty related to implementation of Universal Design and in support of professional development activities detailed in the Student Equity Plan.
Skyline	TRiO/Counseling	3	08/17/2015	12/31/2015	Instructional Aide II: Provide individualized and small group tutorial services to students in specific subject areas (i.e., Math, English, ESOL, Chemistry, Biology, Accounting and Social Science) over the course of a 12 hour day; assist in the presentation of workshops, classroom visits and study groups. Number of IA's not to exceed 3.
Skyline	Science/Math/Technology	1	08/13/2015	11/30/2015	Instructional Aide II: Support instruction and lab set up for construction course held at Capuchino High School.
Skyline	Science/Math/Technology	2	08/17/2015	12/31/2015	Instructional Aide II: Will be used as needed to support students needing supplemental instruction/tutoring in the surgical careers and allied health programs.

BOARD REPORT NO. 15-8-2A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Eugene Whitlock, Vice Chancellor, Human Resources and General Counsel,
358-6883

**LOCAL 829, COUNCIL 57
AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES
(AFSCME), AFL-CIO
INITIAL CONTRACT PROPOSAL TO THE DISTRICT**

The Board of Trustees is receiving a proposal from AFSCME, Local 829, Council 57 as required by the Educational Employment Relations Act. The proposal is attached to this report.

Staff submits the initial proposal to the Board before holding a public hearing on the proposal as required by the Educational Employment Relations Act.

RECOMMENDATION

It is recommended that the Board accept the initial proposal for review and hold a public hearing on the proposal at the next regularly scheduled Board meeting.

2015 Sunshine
AFSCME, Local 829, Council 57
July 2, 2015

1. Increase medical cap effective January 1, 2016 as follows:

	Single	2-Party	Family
From	\$ 729.00	\$ 1,166.60	\$ 1,536.58
To	\$ 829.00	\$ 1,316.60	\$ 1,736.58
Increased Amount	\$ 100.00	\$ 150.00	\$ 200.00

2. 5.5.6 **Assignment During Large Events:** Whenever a special event, [aquatics event](#), [aquatics meet](#) and/or activity occurring on District property, in facilities with a capacity of more than 150, and the attendance is anticipated to be 100 or more, management will assign a custodian, engineer and/or groundskeeper, as required, to provide adequate support [and proper campus maintenance at a minimum of APPA Level 2](#). The assignment ~~should~~**must** include a reasonable amount of time to clean the [all used](#) facility immediately following ~~the any~~ event [and/or meet](#). This is especially important if food is served at the event [and/or if the general public is bringing their own food to a meet or event](#). If the event is lecture only with no food, then the assigned time ~~can~~**may** be reduced.

5.5.6.1 Whenever a special event is held and no bargaining unit staff is assigned or available and either students or volunteers are assigned to clean the facility, [first thing in the morning](#) on the following working day the steward and the campus supervisor [or manager](#) will tour the facility to check cleanliness. If the facility is not clean [to the District standard](#), a minimum of four (4) hours at the overtime rate will be assigned to bargaining unit staff to restore order to the facility.

3. Allowing for 60% of District housing to be designated for AFSCME Members.

BOARD REPORT NO. 15-8-1CA

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Kathy Blackwood, Executive Vice Chancellor, 358-6790

**APPROVAL OF COMMUNITY COLLEGE LEAGUE OF CALIFORNIA (CCLC) AND
CALIFORNIA COMMUNITY COLLEGE ATHLETIC ASSOCIATION (CCCAA)
MEMBERSHIP DUES, 2015-16**

The Community College League of California (CCLC) was formed in 1990 as the result of the merger of the California Association of Community Colleges (CACC), the California Community College Trustees (CCCT), and the Chief Executive Officers of the California Community Colleges. The CCLC staff provides assistance to its members in the areas of education services, research, and policy analysis, governmental relations, communications, athletics and association operations as well as facilitation of Board retreats and sponsorship of workshops and seminars.

The District has been a member in good standing of the CCLC since its inception in 1990 and was a member of the CACC and CCCT for many years prior to the merger.

The CCLC assesses its dues annually in conjunction with the dues for the California Community College Athletic Association (CCCAA) which is part of the CCLC. For 2015-16, the total being assessed by CCLC/CCCAA for the District's annual membership is \$51,215.

Payment of the CCLC portion of the dues \$32,640 is prorated among the Board of Trustees, the Chancellor's Office, and the three Colleges. Payment of the CCCAA portion of the dues, \$18,575, is prorated among the three Colleges only.

RECOMMENDATION

It is recommended that the Board approve payment of Community College League of California membership dues, including dues for the California Community College Athletic Association, in the amount of \$51,215 for 2015-16.

BOARD REPORT NO. 15-8-2CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Karen D. Powell, Executive Director of Facilities Planning and Operations,
358-6808

**DENIAL OF CLAIMS AGAINST THE DISTRICT BY INTERSTATE
GRADING AND PAVING INC.**

On July 6, 2015 and July 13, 2015, the San Mateo County Community College District received three additional California Government Code Claims from Interstate Grading and Paving, Inc., (IGP), one of which seeks damages in the amount of \$6,290 and two of which seek damages in excess of \$10,000 for what IGP contends it incurred as a result of IGP's alleged deficiencies with the District's plans and specifications and project administration of the College of San Mateo North Gateway Part II project.

RECOMMENDATION

It is recommended that the Board of Trustees deny Interstate's three latest Government Code Claims dated July 6, 2015 and July 13, 2015, and refer the matters to the District's legal advisors.

BOARD REPORT NO. 15-8-3CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Jonathan Bissell, Director of Community, Continuing and Corporate Education
574-6179

**APPROVAL OF COMMUNITY SERVICES CLASSES, FALL/WINTER 2015
CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE**

Listed below are the planned self-supporting Community Services offerings at Cañada College, College of San Mateo and Skyline College for Fall/Winter 2015. Classes in the Community Services program are identified and delivered based on community interest, instructor expertise and schedules, and available college facilities. The Community Services schedule is grouped by Community Services classes on campus and off-site, Emeritus Institute, and on-line offerings.

New Programs

Cañada College

First Aid, CPR/AED Adult and Pediatric (in English – 2 sessions)
First Aid, CPR/AED Adult and Pediatric (in Spanish – 2 sessions)
High-Impact Business Writing
How to "Read" a Film
How to Identify Wildflowers: Winter Workshop 1 Floral Characteristics

College of San Mateo

All About Reverse Mortgages
Aquaponics 1: Introduction
Aquaponics 2: Construction
Become a Professional Organizer
Become an Empowered Patient: Positive Patient - Doctor Engagement
Climb the Corporate Ladder by Developing Social/Emotional Competencies: Become a Successful Team Member
Couples Communication: Top 10 Best Practices for Successful Communication with your Partner
Customer Service as a Competitive Advantage
Discovering French Wines
Effective Job Search Techniques for Boomers 50+
Financing Major Home Improvements
Fit at Any Age!
Help Your Socially Awkward, Super Brain Employee's Work Performance and Create Cooperative Team Behavior
High Performance Patterns
High-Impact Business Writing

Home Decorating Detail in Depth
How to "Read" a Film
Lead Canvas Business Planning
MS Word for Writers - An Intermediate/Advanced Class for Writers of Long Documents, Manuals & Reports
No Water, No Problem! How to Grow Your Garden in a Drought
Overcoming ADD/ADHD in the Workplace Neuroscience Proven Brain Exercises to Improve Your Executive Functioning
Passport to Sommelier Certificate Program - New World Wines
Passport to Sommelier Certificate Program - Old World Wines
Peninsula Conflict Resolution Center's 40-Hour Basic Mediation Training
Powerful Tips to Save Time & Effort in Office Applications (for Word, Excel, PowerPoint, & Outlook)
Public Speaking Workshop
Refinancing your Mortgages
Retail Series: Launching Your Retail Dream! A Path to Growth
Sales Process and Sales Management
Self-Publishing, E-Publishing and More!
The Art of Brewing and Drinking Tea
Tour of Spain, La Vuelta
Trip to Italy
Using Essential Oils to Promote Your Well-Being
What's Your Value Proposition?
Winning Interview Skills- Master the Art!
Work Life Balance

Skyline College

Financing Your New Home

Off Campus

Aquaponics 3: Commercial (Half Moon Bay)
Ladies Night Boxercise - It's a Hit! (Peninsula Boxing & Fitness, Redwood City)
White Collar Boxing (Peninsula Boxing & Fitness, Redwood City)

Emeritus

None

Continuing Programs

Cañada College

Notary Public Workshop and Exam

College of San Mateo

American Sign Language – Beginning
American Sign Language – Beginning Conversation
An Enchanting Evening with Leonardo da Vinci
Astronomy - Fascinating Fall Skies
Become a Mystery Shopper

Beginning Chinese I
Beginning Chinese II
Beginning Microsoft Word
Beginning MS Excel
Beginning Music Reading for Instruments and Voice
Cell Phone Photography
Computer Basics
Confident Communication Skills
Contemporary Chinese Painting
Conversational Japanese
Country Western Dance
Creative Wreath Making
DMV Auto Wholesale
Dog Obedience Classes - All Levels (ongoing)
Drawing in Color
Easy Pencil Sketching
Exciting Animation Voiceovers
Fencing - Fitness with a Sword (2 sessions)
Financial Strategies for Successful Retirement
Food Handling Test Preparation Certification & Exam for Managers
French I
French II
Fun with Guitar I
Fun with Guitar II
Fun with Guitar III
Graceful Hawaiian Hula I (2 sessions)
Graceful Hawaiian Hula II (2 sessions)
Homebuying 101
How to Start Your Own Business
Importing as a Small Business
Improve Your Social E.Q.
Instant Italian!
Instant Piano for Hopelessly Busy People
Intermediate Tai Chi and Applications (2 sessions)
Jazz from the Hill (2 sessions)
Kitchen and Bath Remodel/Design
Landscape Design for the Homeowner
Learn To Draw
Learn to Play Guitar in a Day!
Let's Make Sushi
Life Wellness Coach/Holistic Health
Magic Flutes, Flute Orchestra
Money Talk for Couples
Motorcycle Safety Training (ongoing)
MS Excel - Beyond the Basics
Navigating Your Way Through the Money Issues in the Divorce Process
Notary Loan Signing and Certification
Notary Public Workshop and Exam
Oil Painting
One-Stroke Decorative Arts Painting
Peninsula Photography Field Trips

Personal Fitness Trainer Certification
Pharmacy Technician Program
PSAT crash course
Secrets of a Super Memory
Secrets of Home Interior Decorating
Sell Your Stuff on Facebook, Craigslist, Amazon, Etsy and Other Non-eBay Sites
Sensational Salsa Dancing
Sleep Better Through Mind-Body Techniques (2 sessions)
Spanish - Intermediate
Spanish for Beginners
Staging a Home for Sale
Street Smart Self-Defense
Successful Communication Skills for Introverts
Tai Chi for Fitness and Well-Being - Beginners (2 session)
Trades Introduction Program
Ukulele - Fun and Easy (2 sessions)
Watercolor Painting
Write Your Best College Application Personal Statement
You Can Sew!

Skyline College

Financial Strategies for Successful Retirement

Off Campus

Basic Cake Decorating (Kathy's Kreative Kakes, San Mateo)
Basic Fondant Cake Decorating (Kathy's Kreative Kakes, San Mateo)
Fun Cake Pops and Cupcake Decorating (Kathy's Kreative Kakes, San Mateo)
Peninsula Parks & Trails

Emeritus

Jazz from the Hill (2 sessions)

Online Classes

New Classes

Continuing Classes

A to Z Grant Writing
A Writer's Guide to Descriptive Settings
Accounting Fundamentals I, II
Achieving Success with Difficult People
Achieving Top Search Engine Positions
Administrative Assistant Applications
Administrative Assistant Fundamentals
Administrative Dental Assistant
Administrative Medical Specialist with Medical Billing and Coding
Administrative Professional with Microsoft Office
Advanced Coding for the Physician's Office

Advanced CSS3 and HTML5
Advanced Fiction Writing
Advanced Grant Proposal Writing
Advanced Hospital Coding and CCS Prep
Advanced Microsoft Excel 2010
Advanced Microsoft Excel 2013
Advanced PC Security
Advanced Personal Fitness Trainer
Advanced Web Pages
Ajax Programming
An Introduction to Teaching ESL/EFL
Android Application Developer
Assisting Aging Parents
AutoCAD
Become a Physical Therapy Aide
Become a Veterinary Assistant I, II, III
Become an Optical Assistant
Becoming a Grant Writing Consultant
Beginner's Guide to Getting Published
Beginning Conversational French
Beginning Writer's Workshop
Biofuel Production Operations
Blogging and Podcasting for Beginners
Building Analyst Quick Start
Building Teams That Work
Business and Marketing Writing
Business Finance for Non-Finance Personnel
Carpentry
Certificate in Brain Health
Certificate in Complementary and Alternative Medicine
Certificate in End of Life Care
Certificate in Food, Nutrition, and Health
Certificate in Gerontology
Certificate in Growth and Development Through the Lifespan
Certificate in Healthy Aging
Certificate in Holistic and Integrative Health
Certificate in Integrative Mental Health
Certificate in Issues in Oxygenation
Certificate in Meditation
Certificate in Pain Assessment and Management
Certificate in Perinatal Issues
Certificate in Spirituality, Health, and Healing
Certificate in Starting Your Own Business in Health and Healing
Certificate in Stress Management
Certified Alternative Dispute Resolution Specialist
Certified Bookkeeper
Certified Global Business Professional
Certified Green Supply Chain Professional
Certified Indoor Air Quality Manager
Certified Mediator
Certified National Pharmaceutical Representative

Certified Personal Trainer
Certified Protection Officer
Certified Residential Interior Designer
Certified Wedding Planner
Chartered Tax Professional
Child Development Associate Training
Cisco® CCNA® Certification Training
Clinical Dental Assistant
Clinical Medical Assistant
Common Core Standards for English Language Arts K-5
CompTIA™ A+ Certification Training
Computer Skills for the Workplace
Conversational Japanese
Creating a Classroom Web Site
Creating a Successful Business Plan
Creating Classroom Centers
Creating jQuery Mobile Websites with Dreamweaver
Creating Mobile Apps with HTML5
Creating the Inclusive Classroom: Strategies for Success
Creating Web Pages
Creating WordPress Websites
Designing Effective Websites
Differentiated Instruction in the Classroom
Digital Analytics and Conversion
Digital Arts Certificate
Discover Digital Photography
Distribution and Logistics Management
Drawing for the Absolute Beginner
Easy English 1, 2, 3
Effective Business Writing
Effective Selling
EKG Technician Program
Emergency Management Training for First Responders
Employment Law Fundamentals
Empowering Students with Disabilities
Enhancing Language Development in Childhood
Entrepreneurship: Start-Up and Business Owner Management
Event Management and Design
Explore a Career as a Paralegal
Explore a Career as a Pharmacy Technician
Explore a Career as an Administrative Medical Assistant
Explore a Career in Medical Coding
Explore a Career in Medical Transcription
Explore a Career in Medical Writing
Explore a Career in Nursing
Fitness Business Management
Food and Customer Service Skills Training
Forensic Computer Examiner
Freight Broker/Agent Training
Fundamentals of Supervision and Management
Fundamentals of Technical Writing

Genealogy Basics
Get Assertive!
Get Funny!
Get Grants!
Get Paid to Travel
GMAT Preparation
Grammar for ESL
Grammar Refresher
Grant Writing
Graphic Design with Photoshop
GRE Preparation
Growing Plants for Fun and Profit
Guided Reading and Writing
Handling Medical Emergencies
Happy and Healthy Pregnancy
Help Desk Analyst: Tier 1 Support Specialist
Help for the Helpdesk
High Speed Project Management
HIPAA Compliance
Home Inspection Certificate
Homeschool with Success
How to Get Started in Game Development
How to Make Money from Your Writing
Human Anatomy and Physiology
Human Resources Professional
HVAC Technician
ICD-10 Medical Coding
Individual Excellence
Instant Italian!
Integrating Technology in the Classroom
Intermediate C# Programming
Intermediate CSS3 and XHTML5
Intermediate Dreamweaver CS6
Intermediate Flash CS6
Intermediate Java Programming
Intermediate Microsoft Access 2010
Intermediate Microsoft Access 2013
Intermediate Microsoft Excel 2010, 2013
Intermediate Microsoft Word 2010
Intermediate Networking
Intermediate Oracle
Intermediate Photoshop CS6
Intermediate PHP and MySQL
Intermediate QuickBooks 2012, 2013, 2014
Intermediate SQL
Intermediate Visual Basic
Interpersonal Communication
Introduction to Adobe Acrobat
Introduction to Adobe Edge Animate
Introduction to Ajax Programming
Introduction to Algebra

Introduction to ASP.NET
Introduction to Biology
Introduction to Business Analysis
Introduction to C++ Programming
Introduction to Camtasia Studio 8
Introduction to Chemistry
Introduction to Criminal Law
Introduction to CSS3 and XHTML5
Introduction to Database Development
Introduction to Digital Scrapbooking
Introduction to Final Cut Pro X
Introduction to Final Cut Pro X
Introduction to Google Analytics
Introduction to Guitar
Introduction to Illustrator
Introduction to InDesign CC
Introduction to InDesign CS6
Introduction to Interior Design
Introduction to Internet Writing Markets
Introduction to Java Programming
Introduction to JavaScript
Introduction to Journaling
Introduction to Lightroom 4, 5
Introduction to LinkedIn Career Networking
Introduction to Microsoft Access 2010
Introduction to Microsoft Access 2013
Introduction to Microsoft Excel 2010
Introduction to Microsoft Excel 2013
Introduction to Microsoft Outlook 2010, 2013
Introduction to Microsoft PowerPoint 2010, 2013
Introduction to Microsoft Project 2010, 2013
Introduction to Microsoft Publisher 2013
Introduction to Microsoft Word 2010
Introduction to Microsoft Word 2011 for Mac
Introduction to Natural Health and Healing
Introduction to Networking
Introduction to Nonprofit Management
Introduction to Oracle
Introduction to PC Security
Introduction to PC Troubleshooting
Introduction to Photoshop CC
Introduction to Photoshop CS6
Introduction to PHP and MySQL
Introduction to Programming
Introduction to Python 2.5 & 3 Programming
Introduction to QuickBooks 2014
Introduction to Screenwriting
Introduction to SQL
Introduction to Statistics
Introduction to Stock Options
Introduction to Visual Basic

Introduction to Windows 7 & 8
Jump-Start Your Career with LinkedIn
Keyboarding
Keys to Effective Communication
Keys to Successful Money Management
Leadership
Lean Mastery
Learn to Buy and Sell on eBay
Legal Nurse Consulting
Legal Secretary
Listen to Your Heart, and Success Will Follow
Lose Weight and Keep It Off
LSAT Preparation
Luscious, Low-Fat, Lightning-Quick Meals
Mac, iPhone, and iPad Programming
Management for IT Professionals
Management Training
Managing Life as a Single Parent
Manufacturing Applications
Manufacturing Fundamentals
Marketing Design Certificate
Marketing Your Business on the Internet
Marketing Your Nonprofit
Marriage and Relationships: Keys to Success
Mastering Public Speaking
Mastering Your Digital SLR Camera
Mastery of Business Fundamentals
Math Refresher
Medical Billing and Coding
Medical Math
Medical Terminology: A Word Association Approach
Medical Transcription
Merrill Ream Speed Reading
Microsoft Excel 2013 Certification Training
Microsoft Office Specialist
Microsoft Outlook
Microsoft PowerPoint
Microsoft PowerPoint 2013 in the Classroom
Microsoft Project
Microsoft SharePoint 2010, 2013 Certification Training
Microsoft Windows Vista
Microsoft Word
Mobile and Desktop Web Developer
Mobile Web Developer
Multimedia Arts Certificate
Music Made Easy
Mystery Writing
Navigating Divorce
Nonprofit Fundraising Essentials
Non-Profit Management
Nutrition for Optimal Health, Wellness, and Sports

Oil Refinery Operations
Optician Certification Training
Optimal Healing Environments
Paid Search Professional with OMCP® Certification
Paralegal
Pay-Per-Click Marketing
Payroll Practice and Management
Performing Comprehensive Building Assessments
Performing Payroll in QuickBooks
Performing Payroll in QuickBooks 2014
Personal Finance
Personal Fitness Trainer
Pharmacy Technician Program
Photographing Nature with Your Digital Camera
Photographing People with Your Digital Camera
Photoshop CC for the Digital Photographer I, II
Photoshop Creative Cloud for the Digital Photographer
Photoshop CS6 for the Digital Photographer
Photoshop Elements
Photoshop Elements 12 for the Digital Photographer I, II
Physical Therapy Aide
PMP Certification Prep 1 and 2
Power Plant Operations
Practical Ideas for the Adult ESL/EFL Classroom
Praxis I Preparation
Prepare for the GED Test
Principles of Green Buildings
Professional Interpreter
Professional Sales Skills
Professional with OMCP® Certification
Project Management
Publish and Sell Your E-Books
Purchasing and Supply Chain Management
Purchasing Fundamentals
QuickBooks 2014 for Contractors
Ready, Set, Read!
Real Estate Law
Records Management Certificate
Research Methods for Writers
Response to Intervention: Reading Strategies That Work
Resume Writing Workshop
Retail Customer Service Skills Training
Romance Writing
SAT/ACT Preparation
Screenwriting for Film and Television
Search Engine Marketing & Optimization
Search Marketing Professional with OMCP® Certification
Secrets of Better Photography
Secrets of the Caterer
Senior Certified Sustainability Professional
Singapore Math Strategies

Six Sigma
Skills for Making Great Decisions
Small Business Marketing on a Shoestring
Social Media and Mobile Marketing
Solar Power Professional
Solving Classroom Discipline Problems
Spanish for Law Enforcement Professionals
Spanish for Medical Professionals
Spanish for Medical Professionals II
Spanish in the Classroom
Speed Spanish I, II, III
Start a Pet Sitting Business
Start and Operate Your Own Home-Based Business
Start Your Own Arts and Crafts Business
Start Your Own Edible Garden
Start Your Own Gift Basket Business
Start Your Own Small Business
Starting a Consulting Practice
Starting a Nonprofit
Stocks, Bonds, and Investing: Oh, My!
Supply Chain Management Fundamentals
Survival Kit for New Teachers
Systems Security Certified Practitioner Training
Teaching Adult Learners
Teaching ESL/EFL Grammar/Reading
Teaching High School Students
Teaching Math: Grades 4-6
Teaching Preschool: A Year of Inspiring Lessons
Teaching Science: Grades 4-6
Teaching Smarter With SMART Boards
Teaching Students with Autism: Strategies for Success
Teaching Students with Learning Disabilities
Technical Writing
The Analysis and Valuation of Stocks
The Craft of Magazine Writing
The Creative Classroom
The Differentiated Instruction and Response to Intervention Connection
The Keys to Effective Editing
Total Quality Fundamentals
Travel Agent Training
Travel Photography for the Digital Photographer
Travel Writing
Twelve Steps to a Successful Job Search
Understanding Adolescents
Understanding the Cloud
Understanding the Human Resources Function
Using Social Media in Business
Using the Internet in the Classroom
Veterinary Assistant
Video Game Design and Development
Web 2.0: Blogs, Wikis, and Podcasts

Web Applications Developer
Web Design Professional
Webmaster
What's New in Microsoft Office 2013
Where Does All My Money Go?
Wind Energy Professional
Wireless Networking
Workers' Compensation
Wow, What a Great Event!
Write and Publish Your Nonfiction Book
Write Effective Web Content
Writing Effective Grant Proposals
Writing Essentials
Writing for Children
Writing for ESL

Coming Soon

Emergency Management Academy
Nonprofit Leadership Certificate Program
Revit Certification at Skyline College
Silicon Valley Intensive English Program (SVIEP) at Cañada College

RECOMMENDATION

It is recommended that the Board of Trustees approve the Community Services classes to be offered for fall/winter 2015 at Cañada College, College of San Mateo and Skyline College as well as off-campus locations.

BOARD REPORT NO. 15-8-4CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Dr. Sarah F. Perkins, Vice President of Instruction, Skyline College,
650-738-4321

**ACCEPTANCE OF SPONSORSHIP/DONATION FROM THE OFFICE OF JOHN CHIANG,
TREASURER FOR THE STATE OF CALIFORNIA DEPARTMENT OF GENERAL SERVICES
IN SUPPORT OF OUTREACH ACTIVITIES FOR THE BAY AREA ENTREPRENEURSHIP
CENTER OF SKYLINE COLLEGE**

In January 2015, the Bay Area Entrepreneurship Center of Skyline College (BAEC) requested sponsorship for workshops, speakers and various outreach events from the State of California. The State has issued a donation to the Bay Area Entrepreneurship Center of Skyline College and has sent a check in the amount of \$2,500.00 made payable to the BAEC of Skyline College. This donation is to be used in support of workshops, speaker events and outreach activities for the BAEC.

The BAEC plans to host a number of small business workshops and events geared towards entrepreneurs. The donation from the State will help support the following:

- Outreach for workshops and events
- Supplies for workshops and events
- Program materials for workshops and events

RECOMMENDATION

It is recommended that the Board of Trustees accept the donation for \$2,500.00 from the State of California for the Bay Area Entrepreneurship Center of Skyline College in support of workshops, events and outreach activities.

BOARD REPORT NO. 15-8-100B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Sue Harrison, Director of General Services, 358-6879

APPROVAL OF THE USE OF THE FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES PIGGYBACK AGREEMENT FOR THE LEASE OR PURCHASE OF MULTI-FUNCTIONAL COPIERS AND RELATED SOFTWARE AND SERVICES

As District and College business needs dictate, the District leases or purchases Xerox multi-functional copiers and related software and services for its printing needs. In the past, pursuant to education and public contract code, the Board has authorized the District's use of various piggybackable multi-year contracts for this equipment. The Foundation for California Community Colleges currently holds a piggybackable agreement with Xerox (contract number CB13-102). The Foundation contract runs through September 2015 with two 2-year renewal options. It is prudent for the District to maintain access to this agreement for the duration of the contract to facilitate the District's ongoing procurement of copiers.

RECOMMENDATION

It is recommended that the Board of Trustees approve use of the piggyback clause in the contract established by the Foundation for the California Community Colleges for the purchase or lease of Xerox multi-functional copiers and related software and services for the duration of the agreement.

BOARD REPORT NO. 15-8-1C

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: José D. Nuñez, Vice Chancellor, Facilities Planning & Operations, 358-6836

REPORT ON CONSTRUCTION PROJECT DELIVERY METHOD FOR CAPITAL PROJECTS

In January 2015, staff presented an information report on the Lease-Lease Back (LLB) project delivery method (Board Report No. 15-1-2C) and the benefits that could be leveraged for the third phase of the SMCCCD Capital Improvements Program (CIP3). In June 2015, the Court of Appeal of the State of California Fifth Appellate District issued a ruling in *Davis vs. Fresno Unified School District* finding that Fresno Unified School District's use of LLB did not meet the intent of the enabling legislation. Consequently, staff have consulted with legal counsel relative to pursuing LLB as a construction project delivery method and have determined that, under the current legal ruling, the risks of implementing LLB for the District are significant. It may be years before this matter is adjudicated in the California Supreme Court.

Construction Management at Risk (CMAR) is an alternative construction project delivery method that would afford the District benefits similar to those provided in LLB. The CMAR is selected during the design phase through a qualifications-based Best Value selection process. The CMAR provides preconstruction services including value engineering, constructability reviews, logistics planning, bid document preparation, development of multiple trade bid packages, prequalification of major trade contractors (with District oversight), bidding strategies, and bid review/vetting. The trade contractor bid process is directed by the District and is conducted in an open, competitive, low-bid format assuring compliance with Public Contracts Code. Once the trade package bids have been vetted, the District assigns these contracts to the CMAR who formally holds the contracts with the individual trade contractors. At this point, a Not-to-Exceed (NTX) contract value for the CMAR is established that includes all trade contractor costs, CMAR fees for overhead, field supervision and coordination, general conditions, and specified construction contingencies. All risks for completing the project are carried by the CMAR.

Similar to the Lease Lease-Back delivery method, the CMAR delivery method would afford the District these benefits:

- Direct engagement of the Design Team by the Owner, and hence more control of the design
- Selection of CMAR through qualifications based Best Value process
- Early engagement of a CMAR to provide preconstruction services during the design phase
- Open, competitive bidding process for trade packages that requires prevailing wages

In addition, staff believes the use of the following Best Practices will increase the value for the District:

- Periodic cost reconciliation between the CMAR and the Districts cost estimator
- Pre-qualification of major trade contractors
- Selected rebid of trade packages if necessary to achieve project budget

Although CMAR agreements are not currently in use by our District, staff is compiling templates from various public agencies and gathering feedback as to lessons learned, reviewing these with Counsel, and will then incorporate the most successful contractual language and requirements. The project management activities based upon these agreements, are substantially similar to those that staff have implemented during CIP1 and CIP2. Swinerton Management & Consulting will continue in its current role as the District's Construction Program and Project Managers throughout the Programming, Design, Construction, Occupancy, and Close-out Phases of the projects.