

**AGENDA
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES**

July 27, 2016

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 and potential or existing litigation. 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.

5:00 p.m. Call to Order

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

1. Conference with Labor Negotiator
Agency Negotiator: Eugene Whitlock
Employee Organizations: AFT, AFSCME and CSEA

PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

RECESS TO CLOSED SESSION

RECONVENE TO OPEN SESSION

6:00 p.m. Call to Order

Roll Call

DISCUSSION OF THE ORDER OF THE AGENDA

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

MINUTES

STATEMENTS FROM EXECUTIVES

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

- 16-7-2A Approval of Personnel Items: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel

Approval of Consent Agenda

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

- 16-7-3CA Approval of Budgetary Transfers for the Period Ending May 31, 2016 and Adoption of Resolution No. 16-16 Authorizing Budget Revisions and Transfers for 2015-16
- 16-7-4CA Approval of Submission of Career Advancement Academy, Phase 4 Concept Summary to the California Community Colleges Chancellor's Office and Authorization to Execute Grant Agreement

Other Recommendations

- 16-7-100B Adoption of Resolution 16-17 Adopting in its Entirety, Volume I and the Introduction, Chapter Nine (9) – the San Mateo County Community College District Jurisdictional Annex – and the Appendices of Volume II of the San Mateo County Hazard Mitigation Plan (HMP)
- 16-7-101B Approval of Memorandum of Understanding with South San Francisco Unified School District Regarding Skyline College Middle College
- 16-7-102B Approval of Master Agreement for Taxing Entity Compensation and Distribution of Net Proceeds from Sale of Eleven Former Redevelopment Properties in South San Francisco
- 16-7-103B Approval of Memorandum of Understanding and Revocable License between Skyline College and San Francisco Veterans Administration Health Care System
- 16-7-104B Adoption of Resolution No. 16-18 Establishing Governing Board Member Elections to Occur on the Same Day as Statewide General Elections

INFORMATION REPORTS

- 16-7-2C Discussion of By-Trustee Area Elections
- 16-7-3C Report on the San Mateo County Civil Grand Jury and Public Safety Study

COMMUNICATIONS

STATEMENTS FROM BOARD MEMBERS

RECONVENE TO CLOSED SESSION (if necessary)

RECONVENE TO OPEN SESSION (if necessary)

**ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION
(if necessary)**

ADJOURNMENT

**Minutes of the Study Session of the Board of Trustees
San Mateo County Community College District
July 13, 2016, San Mateo, CA**

The meeting was called to order at 5:00 p.m.

Board Members Present: President Dave Mandelkern, Vice President Thomas Mohr, Trustees Maurice Goodman, Richard Holober and Karen Schwarz

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Mandelkern said that during Closed Session, the Board will (1) hold a conference with Agency Labor Negotiator Eugene Whitlock; the employee organizations are AFT, AFSCME and CSEA, (2) hold a conference with real property negotiator as listed on the printed agenda, and (3) hold a conference with legal counsel regarding one case of existing litigation as listed on the printed agenda.

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY

None

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 5:02 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 6:05 p.m.

Board Members Present: President Dave Mandelkern, Vice President Thomas Mohr, Trustees Maurice Goodman, Richard Holober and Karen Schwarz

Others Present: Chancellor Ron Galatolo, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College President Jamillah Moore, District Academic Senate President Diana Bennett

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Mandelkern reported that the Board took no reportable action during Closed Session.

MINUTES

It was moved by Trustee Goodman and seconded by Trustee Mohr to approve the minutes of the regular meeting of June 22, 2016. The motion carried, all members voting Aye.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (16-7-1A)

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

APPROVAL OF CONSENT AGENDA

President Mandelkern said the consent agenda consists of board reports 16-7-1CA and 16-7-2CA as listed on the printed agenda. It was moved by Trustee Mohr and seconded by Trustee Holober to approve the items on the consent agenda. The motion carried, all members voting Aye.

INFORMATION REPORT: DISCUSSION OF STUDENT TRANSPORTATION (16-7-1C)

Chancellor Galatolo said transportation has been a persistent issue for several years. He said that approximately 12 years ago, SamTrans provided affordable passes for students commuting between Cañada College and East Palo Alto; however, sufficient ridership did not materialize. Chancellor Galatolo said the District is aware that many students have unmet transportation needs. He said this has been discussed at great length, particularly at the Skyline College Summit, and the issue affects the entire County. He said staff is looking for direction from the Board in terms of pursuing solutions. He said Presidents Claire, Moore and Stanback Stroud will report on transportation as it affects their campuses. Chancellor Galatolo introduced Mark Simon, Chief of Staff at the San Mateo County Transit District, and Doug Kim, Director of Planning, who will also participate in the discussion.

Skyline College President Stanback Stroud said the issue of transportation connects to Goal 2 and Goal 4 of the District Strategic Plan. She said it also connects to sustainability values and efforts of Skyline College and the District. She said Success Summit attendees, including leaders from the community, business, government, public institutions and education, all identified transportation as an issue they wanted to see addressed.

President Stanback Stroud said the Skyline College Sustainability Ambassador's Network and others worked with Cindy Abbott, who represented the President's Council, to gather data on the commute starting point for students, faculty and staff. This was followed by a survey which provided information on commute modes and what factors are considered important to students, faculty and staff. Students and faculty/staff both considered travel time and convenience/ease of access to be the most important factors. Students rated cost as the third most important factor while faculty/staff rated reliability as more important than cost. Staff used the information that was gathered to develop strategies, one of which was to apply for a two-year grant for a pilot program to provide shuttle service between the Daly City BART station and the campus. The grant was approved by the San Mateo County Transportation Authority and the City and County Association of Governments of San Mateo County and was subsequently approved by the Board. The shuttle service will launch in August 2016. MV Transportation will serve as the shuttle operator. Evaluation will be based on metrics including ridership, cost per passenger and results of rider surveys.

President Mandelkern asked if there will be a charge for the shuttle service. President Stanback Stroud said the service will be free of charge. Trustee Mandelkern asked if the service will be available to faculty and staff as well as students. Ms. Abbott said it will be open to the entire community; she said this will accommodate individuals who utilize services such as SparkPoint, the Library and the Veterans Resource Center. President Mandelkern asked if a mobile app will be available to enable riders to track the shuttle. Ms. Abbott said an app is not available but the schedule will be published.

Trustee Goodman asked if MV Transportation will provide additional shuttles if needed. President Stanback Stroud said Eloisa Briones, Vice President of Administrative Services, is working with MV Transportation on solutions to potential overages.

President Mandelkern asked how students are being informed of the shuttle service prior to the start of classes. Angélica Garcia, Vice President of Student Services at Skyline College, said the Associated Students of Skyline College have taken the lead and are using email blasts, mailers, and social media. Information is included as part of new student in-person orientation and information is provided for online orientation as well.

President Moore said it is important to be mindful that students who attend all of the Colleges have transportation needs and will have expectations. President Mandelkern said that if the pilot program at Skyline College is successful, it could be replicated at all of the Colleges, personalized to meet the needs of each campus.

President Stanback Stroud said the issue of transportation is multi-faceted and there are other potential resources such as:

- An initiative to provide a network for carpooling, currently being considered by Skyline College students.
- Zimride, a secure ride-sharing platform open only to members of a participating entity, e.g. college or university. Trustee Holober said his son utilized Zimride while a student at UC Santa Barbara and spoke highly of the service.
- Assembly Bill 2222 which would establish a program to provide transit passes to eligible students.

College of San Mateo President Claire commended President Stanback Stroud and Skyline College for being leaders on the issue of transportation. He said College of San Mateo has a dual challenge in addressing the transportation needs of students on the Coastside as well as those on the Bayside of the County. He said Jennifer Hughes, Vice President of Student Services, will report on the results of a transportation survey conducted by the College.

Vice President Hughes said challenges cited in the survey responses included: length of bus ride; frequency of service; limited weekend service; transfer, BART and CalTrain connections; and transportation among the three Colleges. The key findings were:

- A large number of students and staff would use shuttle services from the Hillsdale Shopping Center.
- Students are interested in increased bus service between the College and Half Moon Bay.
- Safety of any transportation service is paramount.
- Multiple, low-cost solutions are needed.

Vice President Hughes said additional challenges have been identified since the time of the last survey. These challenges include the increase in traffic on Highways 280 and 92 which will become more congested as new business developments are completed; the expansion of dual enrollment and Middle College programs; and the increased number of international students coming to the campus. Vice President Hughes said the College plans to re-administer a transportation survey, incorporating Redi-Wheels users.

Vice President Hughes said College of San Mateo has undertaken efforts to address the transportation challenges. She said bus tokens are provided at reduced cost to students who qualify. The College has been in conversation with SamTrans to explore adjustments in routes, additional drop off locations on campus, and free/reduced cost bus passes for students. Vice President Hughes said the College received a presentation from Zipcar but determined that the cost was prohibitive. In response to a question from President Mandelkern, Vice President Hughes said the College has explored other ride sharing/carpooling services such as Uber and Lyft. The Board discussed potential risks and problems associated with the use of Uber and other ride sharing services.

Vice President Hughes said the Student Senates at all three Colleges have explored a transportation fee which is permitted in accordance with the Education Code. President Mandelkern said that if this fee is considered, a clear benefit such as more frequent service should be offered in exchange.

Vice President Hughes said the College will develop an education/marketing campaign regarding public transportation, explore offering sale/reload of Clipper Cards in the College Bookstore, explore incentives for carpooling, and work with the Transit District to better understand barriers to transit ridership. Mr. Kim said that if the District provides data on where people live, they will provide information to help with a marketing campaign.

Vice President Hughes provided data on cross-enrollment of District students at the three Colleges. Currently, 13.8% of students are enrolled in courses at multiple locations. It is expected that the number of students taking courses at multiple campuses will grow as distance education course offerings increase, common assessment instruments are adopted, and course prerequisites are aligned Districtwide. Trustee Holober said he believes that if getting from one campus to another was made easier, the demand would increase. He said the availability of transportation among the campuses might allow students to fulfill their requirements more quickly, which is a worthwhile end in itself. President Stanback Stroud said transportation among the campuses would also be beneficial to faculty and staff who live at College Vista, Cañada Vista and the future housing at Skyline College, and work at the various campuses. Mr. Simon said shuttle services among the campuses would be expensive and complicated. He said SamTrans would be happy to discuss its role in planning and perhaps managing such a service.

Cañada College President Moore said the Student Senate is leading a transportation assistance initiative aimed at providing transportation assistance to fellow students. Bus tokens are subsidized by the Associated Students of Cañada College (ASCC) and cover more than half of the cost of bus fare. ASCC has agreed to continue subsidizing tokens as long as they are able. They are also interested in exploring how to address the transportation issue Districtwide.

President Moore said feedback on bus schedules and frequency reveal concerns which include:

- The Sequoia Station connections between buses and trains are not aligned.
- Unreliable schedules; buses sometimes do not follow the schedule or come at all, especially in the evening.
- More frequent pickups are needed during weekday evening hours and on Saturdays.

Mr. Simon said the Transit District, recognizing that students often must rely on SamTrans for transportation, is excited about partnering with the District on transportation issues. However, he said there are several fundamental issues that must be addressed, including:

- SamTrans is sensitive to its ridership, 67% of whom do not own a car and 42% of whom have household incomes below \$25,000.
- SamTrans' fare box recovery ratio (the fraction of operating expenses which are met by the fares paid by passengers) is less than 18%; SamTrans is \$185 million in debt and pays \$20 million per year in debt service.
- The Colleges are in remote locations in terms of service.
- The Colleges are commuter schools and students do not stay for an entire day.

President Mandelkern asked Mr. Simon and Mr. Kim to comment on the following items: (1) service on the Coastsides, (2) potential to sell Clipper Cards in the College Bookstores, (3) frequency/regularity of service, and (4) coordination between buses and trains. Mr. Simon said bus service on the Coastsides has been increased during the last two and one-half years. He said SamTrans is willing to look into the feasibility of having Clipper Cards sold in the Bookstores. Regarding frequency of service, Mr. Simon said there are many needs and not enough resources; however, SamTrans is interested in working with the District to explore innovative and creative ways to address the problem.

Mr. Kim said it is difficult to get students to ride buses. He said SamTrans has reached out to middle schools, high schools and colleges to try to examine opportunities to change youth ridership. He said the District is the most responsive of all public education institutions in the County. He said SamTrans will conduct focus groups with the District's students to try to determine whether additional incentives and opportunities are possible. Mr. Kim said SamTrans faces the dual challenge of frequency and coverage; if frequency is increased, coverage will have to be decreased because of costs. Regarding the problem with coordination between buses and trains, Mr. Kim said that if one of the services is off schedule, it affects all other services.

President Mandelkern said the Board is aware of the economic constraints faced by SamTrans as well as the traditional lack of ridership among students. He said, however, that there is a segment of the District's population who depend on public transportation. He asked if there are improvements that could be made more easily than others to achieve a more immediate "win." He said these could include online technology so that people could track whether buses are running on time, as well as improving service from the Hillsdale Shopping Center to College of San Mateo, Sequoia Station to Cañada College, and service to and from Half Moon Bay. Mr. Simon said a mobile app will be available in approximately one year. Mr. Simon said something can and will be done about the long waits for buses; he said service must be reliable.

Chancellor Galatolo suggested that the District examine the metrics and make economic decisions in terms of pooling resources to partner with SamTrans. Mr. Simon said there are various options to explore if resources are available.

Trustee Schwarz said she appreciates the sense of cooperation that has been evident at this meeting. She said she believes the District should work with SamTrans on how to make public transportation more appealing. Trustee Schwarz said discussions should include faculty and staff as well as students because many have transportation needs and are concerned about the same issues, especially convenience. She said she is pleased that SamTrans has offered to conduct focus groups.

Trustee Mohr said he learned a great deal from the discussion. He said public transportation is a complex system with limited resources. He recommended that a process be put in place for ongoing discourse. Trustee Mohr said students are sensitive to cost and suggested that the District consider subsidizing bus transportation. President Mandelkern said the District could begin with subsidization and track whether it increases ridership, along with looking at the use of tokens and the sale of Clipper Cards at the Bookstores.

Trustee Goodman said he would prefer that costs not be passed on to students. He suggested exploring other solutions such as receiving funding from the Foundation, Innovation Funds, and other resources. Trustee Schwarz said she would like to pursue the idea of the Foundation making funds available to the College Presidents to be used for emergencies. President Mandelkern said he believes the Foundation should consider addressing critical needs of student outside of providing scholarships.

Trustee Holober said he appreciates the presentations and the conversation with SamTrans. He said he has traveled via SamTrans recently and found that the buses were clean and modern. He said it appeared that schedules were accessible and that buses were running on schedule.

President Mandelkern asked if there are any issues for individuals who use paratransit (Redi-Wheels on the Bayside of the County and RediCoast on the Coastside) to access adaptive programs or the San Mateo Athletic Club. Chancellor Galatolo said they have been great partners and there have not been problems. Mr. Simon said the service is very expensive but is one of which they are very proud.

Ms. Abbott said she appreciates the openness on the part of SamTrans and said they have been a great partner. She suggested that the College Presidents look at carpooling options such as Zimride that could help at all of the Colleges. President Mandelkern said he would like to see a follow-up report and possible recommendation on this option. He said he also would be interested in considering a bike sharing option and would like to include interest in such a program as part of future surveys. Mr. Kim said a bike sharing program was attempted in Redwood City and was not successful. He said that bike sharing programs have not worked well in smaller cities nationally. District Academic Senate President Bennett said many students are not aware of the secure bike racks at College of San Mateo.

Chancellor Galatolo said the Board has given direction to pursue the issue of transportation aggressively. He said administrators and the College Presidents will continue to have conversations with SamTrans about potential solutions. Mr. Simon agreed that more regular meetings will occur. He said that as a first step, the District should provide information to Mr. Kim about where students live so that a target audience can be identified. President Mandelkern thanked Mr. Simon and Mr. Kim for participating in the discussion and for their continued efforts to partner with the District to find solutions.

President Mandelkern asked if there are ways to help students whose cars break down in order to help them stay in school. President Stanback Stroud said Skyline College participated in a grant program for emergency funds in the past which enabled the College to help get cars repaired. She said the College has also used a small amount of funding given by the Foundation for purposes other than scholarships. She said she believes a more systematic approach is needed. President Claire said College of San Mateo has an emergency loan program and the payback rate is high. Executive Vice Chancellor Blackwood said the student bodies also have emergency student loan programs. President Mandelkern asked if the Skyline College Auto Technology program might be another avenue for providing repairs to students' cars. President Stanback Stroud said she will pursue this suggestion.

Trustee Mohr said that with a Districtwide Promise Program, the narrative will change in terms of getting students in and out of college more quickly. He said a major problem for students is housing rather than tuition. Chancellor Galatolo said a holistic approach is needed because the issues of housing, transportation and cost of textbooks are all connected. President Stanback Stroud referred to a book titled "What It's Worth" which examines the concept of financial health and well-being from many perspectives, including education. Janet Yellen wrote the forward for the book and President Stanback Stroud was a contributor with "When Colleges Get It Right, Students Succeed." She said it has become clear that poverty is a major factor that impacts student success. President Mandelkern said he appreciates staff educating the Board about the complexity of the lives of students. President Stanback Stroud commended the Board for their desire to have conversations about the lives of students and their understanding of issues affecting students. She said they have demonstrated uncommon leadership and students are fortunate to have this leadership.

STATEMENTS FROM BOARD MEMBERS

Trustee Goodman said that at the last Board meeting, he spoke about the recent tragedy in Orlando. Since that time, there have been additional tragedies around the country. He said that as the Board discusses the issue of whether to have armed security guards on campus, it is important to keep in mind the impact it would have on the community and on students. He said training is a critical issue and it is important to understand what having poorly trained or undertrained officers would mean to students who are dealing with issues within their own communities. He said it is important to also keep in mind that tragedies can occur even with well-trained security officers.

Trustee Mohr said he attended a meeting of the advisory committee for Project Change. He said the program has served more than 200 students coming out of the juvenile justice system. He said the program is a direct manifestation of social justice. A study will be undertaken to track the students over a period of time. Trustee Mohr said a recent edition of the American Association of Community Colleges Quarterly included an interview with Martha Kanter, Executive Director for the College Promise. He said the interview points out there are 227 Promise Programs around the country, making it a

national movement. Trustee Mohr said he believes the District's movement is deeper and more expansive because it looks beyond tuition and fees to consider financial and other levels of support. Trustee Mohr said America's College Promise Act of 2015 would, if passed, provide 75% of the cost of a student's college education from the federal government with 25% to be provided by the states. Students would be required to have a 2.5 GPA and attend college at least half-time. Trustee Mohr said the Skyline College leadership team visited institutions that have undertaken substantial changes in the way they organize their campuses, resulting in higher success and completion rates. He said he would appreciate a report to the Board on what the team learned. Trustee Mohr said that when the Board was setting goals, they determined that they wanted to continue to discuss the matter of race with faculty and staff as well as among themselves. Trustee Mohr said race matters greatly in how we deliver curriculum, how we interact with students, and how we relate to each other. He said that continuing to discuss race is how the District will learn to do things better and better over time. He suggested that the Board come back to the discussion in a timely manner. Trustee Mohr said he read the report from the Civil Grand Jury on safety and security at the District. He said the issue of communication by which the District is able to contact law enforcement immediately is important and he hopes it will be addressed as quickly as possible.

Trustee Schwarz said she viewed the Fourth of July parade in Redwood City and said the highlight was the Cañada College float. She said the College also had a booth at the Courthouse.

President Mandelkern welcomed President Moore to her first Board meeting as President of Cañada College. He said he read the Civil Grand Jury report on safety on the campuses. He said the Board takes its responsibility for safety very seriously. He said the District has competent staff working on the communication issue and he is confident that it will be addressed successfully. He said the report also highlighted the need for training and practice. President Mandelkern said he was pleased to see progress on the goal of installing locks on all classroom doors. He said he agrees with Trustee Goodman's comments on the issue of armed security guards. He said the opinion of students is split on this issue and it must be examined very carefully.

President Stanback Stroud took the opportunity to invite everyone who is free to attend Skyline College's opening day event on August 16. Tom Bailey, author of "Redesigning America's Community Colleges" will be a presenter.

ADJOURNMENT

The meeting was adjourned by consensus at 8:40 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the July 27, 2016 meeting.

Thomas Mohr
Vice President-Clerk



President's Report to the Board of Trustees

Dr. Regina Stanback Stroud



Pricilla Sanchez-Peña, Pister Scholarship Winner
Photo Credit: William Nacouzi

SKYLINE COLLEGE BOARD REPORT

JULY 22, 2015

PISTER SCHOLARSHIP WINNER



Priscilla Sanchez-Peña has taken charge of her future time and time again. Now, it's paid off.

Priscilla will be graduating from Skyline College with an associate degree in natural science, and is also the recipient of the prestigious Pister Scholarship awarded to just 13 community college students nationwide who wish to transfer to UC Santa Cruz, show exceptional achievement despite adverse socio-economic status and have demonstrated a commitment to assisting and improving the lives of others. Her story is a powerful one.

After immigrating to the United States from Mexico when she was thirteen, Priscilla was met with the challenge of learning a new language and a new culture in a new home. "Nothing made sense... Everybody here spoke a language I didn't know, but I knew I needed to learn this if I wanted to communicate."

She sought help from family and friends, and when she entered high school a year later, she skipped two levels of English language development and was determined to keep pace with her classmates. She not only succeeded, she thrived. But her undocumented status complicated the next step in her educational journey and she found herself in need of some guidance. So senior year, Priscilla enrolled in the Hermanos/as program, a Skyline College initiative designed to help Latino/a high school students identify a pathway to higher education.

"The first semester was all about what it means to be a Latina and the second was about having a plan for what to do for college. The class was really informative because I knew nothing about the college system as a first generation student."

It was in this class that she decided to attend Skyline College.

Priscilla didn't waste a second. She enrolled in a full load of classes and became active in the Associated Students of Skyline College, serving first as a representative and then as vice president where she sat on the College Governance Council, among others. She also joined the Puente Learning Community which encourages students to transfer to a four-year educational institution. While in the program, Priscilla met Professor Lucia Lachmayr who became an invaluable mentor.

"Lucia was, is and will continue to be one of the people that was always behind me saying you can do this. She encouraged me the most, and kept telling me to not let anything stop me."

And nothing has stopped Priscilla yet. She'll be enrolling at UC Santa Cruz as a biology major, with hopes of pursuing a Ph.D. in bioengineering. Her passion for education, and her appreciation for the system that has helped her succeed, is driving her to someday share her passion with other students as well.

Article by Connor Fitzpatrick. Photo by William Nacouzi.

DR. REGINA STANBACK STROUD HONORED WITH THE CALIFORNIA COMMUNITY COLLEGE CLASSIFIED SENATE LEADERSHIP AWARD.



On June 16, 2017, Dr. Regina Stanback Stroud was honored by the California Community College Classified Senate (4CS) with their annual State Leadership Award.

Each year the 4CS recognizes an outstanding individual who has shown significant support for classified participation in governance at the state level. Dr. Stanback Stroud is a strong supporter of participatory governance, and is steadfast in holding monthly meetings with our Classified Senate President to ensure that she is kept apprised of the news, updates, actions, and needs of our Classified Staff on campus. To Dr. Stanback Stroud, the

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classified opinion matters. Dr. Stanback Stroud makes a conscious and sincere effort to inquire about the activities, perceptions, and concerns that staff members are experiencing. She celebrates with us our accomplishments and makes sure we are acknowledged and given proper thanks for our efforts in supporting our students, faculty, administrators, and the community.

Congratulations, Dr. Stanback Stroud, and thank you for your continued support.

Article and photo by Linda Allen, Michelle Hagggar and Alana Utsumi.

STUDENT GOVERNMENT COMMITTED TO SERVICE AND GROWTH



The Associated Students of Skyline College (ASSC) met the challenges of the 2015-16 academic year with an open mind and courageous attitude to go beyond the expectations of a small group of student leaders. Having recognized the need for cultural, social and charitable programs, the student government planned for a robust and dynamic year of events to engage a larger population of students. Festivities for Latino Heritage Month, Black History Month, and Asian American and Pacific Islander Heritage Month highlighted the rich cultural diversity on our campus. Additionally, the students engaged in challenging discussions about gender and empowerment during Women’s History Month and Sexual Assault Awareness Month.

Throughout the year, the ASSC had a strong drive to build outreach for their immediate campus community, and the community at-large. They volunteered to serve the impoverished community of San Francisco, fundraised for cancer and bone marrow awareness, supported Butte County after the catastrophic fire and stood in

solidarity with Umpqua Community College. Refusing to stay silent, the students also organized educational events to support oppressed communities, including activities for Coming Out Day, Breast Cancer Awareness, Prostate Cancer Awareness, Islam 101 and the esteemed College Lecture Series.

Finally, the students broke expectations and expressed their commitment to social justice by attending the Museum of Tolerance, which challenges visitors to better understand the Holocaust, for their spring retreat, plus many other national conferences including the National Conference on Race and Ethnicity in San Francisco and the National Conference for College Women Student Leaders in Maryland.

The students of the ASSC work to create a brighter community for our students every day, bringing positive change and impactful new ideas to our college.

Article by Anjelica Gacutan and Amory Cariadus. Photo by Claudia Paz.

BAY AREA ENTREPRENEUR CENTER (BAEC) ACADEMIC YEAR MILESTONES



The Bay Area Entrepreneur Center (BAEC) is proud to share its milestones and landmark achievements with the Skyline College community. BAEC has continued its mission of serving as the business development arm of Skyline College by providing business development resources,

informative workshops, and one on one business coaching to the Bay Area business community.

This year alone, we have served as a business incubator and accelerator for young and growing companies such as Reed Fine Wines, a private wine label and winery with headquarters in San Francisco. Its owner Isaac Reed is just one of several local entrepreneurs who have benefited from BAEC’s growing list of services that continue to have a direct economic impact on our local economy. Our “Get a Taste of Success” Business Plan

SKYLINE COLLEGE BOARD REPORT

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Pitch Competition held in April was a great success, and provided an opportunity for local high school and community college students to develop the entrepreneurial skills necessary to compete in a growing and changing business landscape. By developing strong partnerships with local, state, and regional economic leaders, not to mention, local banks, and the San Bruno Chamber of Commerce, BAEC continues to help fuel the future businesses and business leaders of tomorrow. Our doors are always open.

Article by Pcyeta Stroud. Photo by Claudia Paz.

UPCOMING EVENTS

FALL SEMESTER OPENING DAY



To kick off the 2016-2017 Academic Year, Skyline College will host Opening Day to welcome all faculty and staff on Tuesday, August 16, 2016 in the theater, the day before Fall classes begin. This is a chance for the campus community to come together and re-energize for another year of focusing on students-first and helping them to achieve their academic goals.

Dr. Regina Stanback Stroud, President of Skyline College will set the tone for the year with the theme of Delivering on our Promise.

The annual Skyline Shines winners from both the community and the college will be announced and awarded, as is tradition at Opening Day.

This year, we are fortunate to welcome and honor 51 new faculty and staff members to the Skyline College community who are either new to the college or have been promoted or reassigned to new positions.

Here's to a year filled with student success!

SUCCESS SUMMIT FRIDAY, SEPTEMBER 23, 2016



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.

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, Recology, 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 23, 2016 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.

Achieve



College of San Mateo President's Report to SMCCCD Board of Trustees

CSM Formally Launches Year 1 Program

CSM has launched its Year 1 program this summer. Year 1 is CSM's version of a college promise program. The goal of the Year 1 program is to help new students make a successful transition from secondary educational institutions to CSM and to fully engage in college life. The program was designed in collaboration with representatives from local high districts and draws on many existing best practices. Major components of the program include a Summer Bridge/Orientation program, Math Jam, Year 1 Learning Communities, multiple measures based placement, intrusive student support services, peer and faculty mentoring, a parent/family engagement program, a monthly speaker series, and a leadership development and community volunteer services program

CSM Veterans Resource Opportunity Center Featured in GI Jobs Magazine

Veterans Resource Center Coordinator Justine Evers and CSM Student Veterans Association President, Tiannia Romero were featured in a recent article about military friendly schools in the July 2016 issue of *GI Jobs* magazine. According to the article: "Evers, 32, is channeling the frustrations she experienced into a new personal mission. She's determined to be the person she needed when she was in college. Evers is building a first-class veterans program at the College of San Mateo, a community college on the northern rim of California's Silicon Valley." The editors of the magazine were so impressed with Justine and Tiannia that they were featured on the cover of the magazine. In October the college will host the regional Student Veterans Leadership Conference. <http://www.gijobs.com/military-friendly-2-0/>, www.collegeofsanmateo.edu/VetConCA16

CSM Hosts US Women's and Russian Olympic Water Polo Teams

The US Women and Russian Women Olympic Water Polo Teams visited College of San Mateo on Monday, July 25 and on Tuesday, July 26 in preparation for the upcoming Olympic Games. The teams held individual practices as well as a combined scrimmage. All events were open to the public. Coach Randy Wright has strong connections to the US Olympic Team, which helped to land the visit.

Project Change Awarded Partner Organization of the Year Award

The San Mateo County Probations Department has recognized Project Change as the "Partner Organization of the Year". Project Change has enjoyed a successful year and continues to make a number of connections with community based organizations. <http://collegeofsanmateo.edu/projectchange/>

Robert Shoffner Appointed To Board Position

Robert Shoffner, Director of the CSM Small Business Development Center and adjunct faculty member, was named to the board of the Western Region Council on Black American Affairs.

CSM Receives Pilates Teacher Certification

The Pilates Method Alliance (PMA) is the professional association and certifying agency for Pilates teachers. Due to the efforts of professor Sarah Artha Negara CSM was placed on the Pilates Method Alliance's official registry of schools and is the first college in the country to receive this designation.

Once students obtain CSM's Comprehensive Pilates Instructor Certificate and/or Specialized Instructor Certificate, they qualify to sit for the **PMA Certification Exam**. The program also offers a discounted student membership rate providing students a number of benefits including discounts at the annual PMA Conference, PMA test fees, and discounts offered by industry related retailers. <http://collegeofsanmateo.edu/pilates/>

CSM Celebrates Classified Staff

The CSM administration hosted the annual Classified Appreciation Lunch on Monday, July 25. This popular event honors classified staff employees with 10, 20, and 30 years of service. It has been a tradition for CSM's Cabinet to provide a bit of light-hearted entertainment.

Photo of the Month:

Director Justine Evirs and Student Tiannia Romero on the cover of GI Jobs Magazine





Cañada College

report to the
SMCCCD Board of Trustees

July 27, 2016

in this issue:

- College Honors Former Student Athletes at Hall of Fame pg. 2
- Cañada Supports Community Partners on Graduation Day pg. 3
- Cañada Students & Faculty Prepare for Semesters Abroad pg. 4
- Cañada College Awarded First Place at Redwood City Fourth of July Parade pg. 5
- Photo Collage: Cañada in Your Community pg. 6



pg. 2



pg. 4



pg. 6

College Honors Former Student Athletes at Hall of Fame



June 4 marked the 3rd Annual Cañada Athletics Hall of Fame. The event commemorates more than 49 years of athletic history, recognizing former student-athletes for their accomplishments and performances during their time as a Cañada Colt. This year, over 250 guests were in attendance to take a trip down memory lane. Without Cañada's former and current student athletes, coaches, administrators, faculty and staff this evening as well as a history of athletic excellence would not be possible. Athletic Director, Mike Garcia and the Hall of Fame Committee recognized the following individuals and teams:

Inductees	
1971 Men's Baseball Team	Dick Metz, Men's Tennis
Joe Cabrera, Men's Golf	Ron Scott, Men's Baseball
Ray Cocco, Men's Baseball	Jeanne Stalker, Colts Administrative Achievement Award
Kevin Jordan, Men's Baseball	Matt Wooldridge, Men's Tennis
Justin Love, Men's Basketball	Gary Wratten, Men's Soccer
Scott McBain, Men's Soccer	Lamont Quattlebaum, Lifetime Achievement Award

Colts Male and Female Athletes of the Year	
Rohndell Goodwin, Men's Basketball 2015	Natie Manalo, Women's Volleyball 2016
Ariel Mangum, Women's Volleyball 2015	Jacob Martinez, Men's Baseball 2016

The Hall of Fame Committee and Cañada Community would like to thank all the individuals who made this evening possible. Through your success and examples, Cañada has been able to set an example of passion, discipline, sportsmanship, service, and time management for its student athletes. Alumni are integral to the continued well-being of the school and students. The Selection Committee congratulates all of these inductees, Student Athletes of the Year, their families and friends for being the newest members of the Cañada Colts Hall of Fame.

Cañada Supports Community Partners on Graduation Day

On June 17, members of the Cañada College Outreach team helped celebrate the 135 students who graduated and received their High School Diplomas from Sequoia Adult School. The long-standing collaboration between Sequoia Adult School and Cañada College has helped several students transition from the adult school to college.

The event featured a warm welcome by Lionel De Maine, Chief Operations Officer, who congratulated the Class of 2016 on their big accomplishment. The event was filled with families and friends who came together to celebrate the student's sacrifices, endless hours of homework and their determination to continue their education. Amado Flores, who transferred to the ESL program at Cañada College also graduated this year with an Associates of Science in Engineering and will now be attending Cal Poly, San Luis Obispo was this year's graduation alumni speaker. While studying at Cañada College, Amado received the Sequoia Adult School scholarship. His story highlighted the importance of being resilient and always following your dreams. Amado stated that it's never too late to go back to school and he is very thankful for choosing Cañada College as it helped him continue his education and his dream in becoming an engineer.

Cañada's partnership with Sequoia Adult School continues to flourish as it allows the College to be the bridge between assisting students in achieving their post education needs and guiding them through their passion and dreams. By helping students receive an Associate's degree, helping them transfer, or get their CTE certificates, Cañada College aspires to continue a high-rewarding partnership with Sequoia Adult School.



Cañada Students & Faculty Prepare for Semesters Abroad



This summer, Cañada College students and faculty embarked on a series of extraordinary opportunities to study/teach abroad in several magical European cities!

Fashion Professor Ronda Chaney taught a short-term study abroad course in Florence, Italy, FASH 880 (Introduction to Italian Fashion), from June 11 to June 25. Twenty students participated in this educational experience abroad. The study abroad opportunity is a partnership between Cañada College and the American Institute for Foreign Study. During the two-weeks, students completed a 2.5 unit course on Italian Fashion. The Fashion Industry was analyzed from pre-World War II to the present day with an understanding of how Italian designers, fabrics, and manufacturing techniques have had global implications. A history study also included field trips to textile centers and fashion museums. The students also attended Fashion Week during the time they were in Florence.



In addition, English Professor Salumeh Eslamieh will be teaching ENGL 110 and two Literature courses in London in the Fall 2016 semester. Twenty nine SMCCD students (and other students from Contra Costa, Los Rios, and Santa Rosa Community College Districts) will be in the semester long London program that includes a British Life and Culture Course. Finally, Anthropology Professor Jessica Marshall is currently recruiting students for a Spring 2017 semester in Florence, Italy where she will be teaching ANTH 110 (Introduction to Cultural Anthropology), ANTH 125 (Introduction to Physical Anthropology) and ANTH 351 (Archaeology). History Professor Alison Field has also been approved to teach in Barcelona, Spain for the Fall 2017 semester. These study abroad programs are in collaboration with the American Institute for Foreign Study's Northern California Study Abroad Consortium. For more information, please visit www.smccd.edu/studyabroad.

Cañada College Awarded First Place at Redwood City Fourth of July Parade



For the second year in a row, Cañada College has taken home the gold in the Redwood City Fourth of July Parade!

This year's theme was "Best in the West" and the College truly came together to share with the community what it means to be a Cañadian. The crowds went wild as they saw the Cañada float come down the street--featuring mascot, Cody the Colt, surfing a ten foot three dimensional wave, swimming ocean fish, and a surfboard dance team that highlighted the majors and programs available at Cañada College. Parade participants united together as a team and showed the community that anyone can "Catch a Wave to Success" with Cañada, one of the best Community Colleges on the West Coast.

There were 56 groups participating in the largest Independence Day Parade in Northern California and Cañada College took home 1st Place in the Float category. Not only did the College raise almost \$1,000 for student scholarships through the win, the team made sure that thousands of people across the Bay Area knew that Cañada is an integral part of the community. A special thank you to the 31 volunteers who put in almost 440 hours on building the float, the 45 Cañadians who participated in representing the College in the parade (the largest participating group in nearly four years) and the dozens of Cañadians who cheered for the College from the audience--the 4th of July Parade truly shows the power of community at Cañada!

All of this would not be possible without the generous support of the President's Office, the ingenious design, expertise and hard-work of Float Director Mike Walsh and the organization, creativity, energy and talent of Float Coordinator Misha Maggi.



PHOTOCOLLAGE: Cañada in your Community

Members of the College Community participated in the Redwood City Fourth of July Parade and Festival. The Cañada Outreach team connected with more than 300 families while hosting a resource table at the festival.



BOARD REPORT NO. 16-7-2A

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

Krystal Romero Dean of Counseling, Advising and Matriculation Counseling

Reassigned from the position of Director of Student Support (Grade 192E of the Academic-Classified Exempt Supervisory Salary Schedule (35) into this administrative assignment at grade AD of the Management Salary Schedule (20), effective July 1, 2016, replacing Marsha Ramezane.

Skyline College

Cheri Jones Interim Dean of Planning, Research and Institutional Effectiveness Office of the President

New interim administrative employment, effective August 1, 2016.

B. PUBLIC EMPLOYMENT

1. New Hires

College of San Mateo

Lisa Clayton Instructional Aide II Math/Science

New full-time, 12-month classified employment, effective July 18, 2016.

District Office

Osafran Okundaye Project Manager II (Measure H) Facilities

New full-time, 12-month temporary classified supervisory employment, effective September 1, 2016. This is a new position that was Board approved on April 5, 2016.

Tykia Warden Foundation Development Director Foundation

New full-time, 12-month classified supervisory employment, effective September 6, 2016. This is a new position that was Board approved on February 19, 2016.

Skyline College

Brittney Sneed Office Assistant II President's Office

New full-time, 12-month classified employment, effective July 11, 2016. This is a vacant position.

2. Re-Employment

None

C. REASSIGNMENT THROUGH THE HIRING PROCESS**Skyline College**

Maggie Li Division Assistant Science, Math, Technology

Reassigned from a full-time, 12-month Staff Assistant position (Grade 21 of the Classified Salary Schedule 60) into this full-time, 12-month position at Grade 24 of the same salary schedule, effective July 18, 2016.

D. TRANSFER/ADMINISTRATIVE REASSIGNMENT

None

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

1. Recommend a change in staff allocation to increase one part-time Assistant Project Director position from 75% of full-time, 12-months to 100% of full-time, 12-months in Student Services, effective July 28, 2016. This position was previously Board approved on June 13, 2007.

District Office

2. Recommend creation of a new classification titled “Director of Planning and Research” position (Grade AI of the Management Salary Schedule 20), effective July 28, 2016. In addition, recommend a change in staff allocation to add one full-time, 12-month Director of Planning and Research position in the Educational Planning and Services department, effective July 28, 2016. This position is funded from the Innovation Funds.
3. Recommend creation of a new classification titled “Accessibility Support Specialist” position (Grade 27 of the Classified Salary Schedule 60), effective July 28, 2016. In addition, recommend a change in staff allocation to add one full-time, 12-month Accessibility Support Specialist position in the Educational Planning and Services department, effective July 28, 2016.

Skyline College

4. Recommend creation of a new classification titled “Program Services Coordinator – Articulation” position (Grade 27 of the Classified Salary Schedule 60), effective July 28, 2016. In addition, recommend a change in staff allocation to add one full-time, 12-months Program Services Coordinator - Articulation position in the Counseling Division, effective July 28, 2016.

F. PHASE-IN RETIREMENT

None

G. LEAVE OF ABSENCE

None

H. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION**1. Retirement****College of San Mateo****Robert Quinlan**

Professor

Language Arts

Retired as Professor Emeritus, effective May 27, 2016 with 17 years of service. Not eligible for District retiree benefits.

2. Resignation**Cañada College****Courtney Hadsell**

Program Services Coordinator

Science/Technology

Resigning effective July 31, 2016.

Skyline College**Keisha Ford**

Visual Communications Coordinator

Office of the President

Resigned effective June 30, 2016.

I. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS

None

J. 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 College	Disability Resource Center	2	07/14/2016	12/31/2016	Instructional Aide II (Alternate Media): Assist the DRC Alternate Media Office and Alternate Media Lab. Assist mainly in the production and conversion of text to an accessible format for students with print related disabilities. The Cañada Disability Resource Center has seen a significant increase in demand for this service in recent semesters. We anticipate a need of approximately 40 total hours of work per month from these two part time positions.
Cañada College	Athletics, Learning Center and Library	1	07/05/2016	12/31/2016	Office Assistant II: Provide support to the The Jams program and other supporting programs.
Cañada College	Business/Operations	1	07/01/2016	07/30/2016	Mail Clerk: Organize, sort and bundle mail, including letters, packages and other material. Drive a motor vehicle to transport, pick up and deliver packages, equipment and supplies. Operate postal machines and scales.
Cañada College	Administrative Services/Cashier's Office	1	07/14/2016	12/31/2016	Accounting Technician: Assist with coverage in the cashier's office when regular employees are out sick or on leave and/or during registration periods. Duties include processing payments, issuance of parking permits, and other Accounting Technician duties including sessions in Banner and other duties as assigned.

College of San Mateo	Electronics/Business and Technology	1	07/01/2016	12/31/2016	Program Services Coordinator Coordinate both the Bridge Program and Academic Support Services for the cohort of students attending CSM for the Electrical Power Systems and Calibration certificate (funded through a grant administered by BART). This will include outreach, tutor coordination, coordinating support services, providing guest speakers for faculty from BART and other appropriate resources, etc.
College of San Mateo	Kinesiology/Athletics	1	07/01/2016	12/31/2016	Instructional Aide II: Support the Kinesiology/Athletics division with regard to various duties including but not limited to inventory, operational components, statistical reports, purchasing, and recruitment and retention of students.
District Office	Chancellor's Office/Auxiliary Services	1	07/25/2016	10/31/2016	Program Services Coordinator: Assist with the Intensive English Program at Skyline College.
District Office	International Education	1	07/01/2016	12/31/2016	Housing Program Services Coordinator: Responsible for the development and creation of a homestay program for international students, locating homestay families, and the matching of international students.
District Office	International Education	1	07/01/2016	12/31/2016	Program Services Coordinator: Assist Housing Program Coordinator with matching students with homestay families, answering emails and calls, updating databases, procard reconciliation and conference expense reports, and other duties as assigned.
District Office	International Education	1	07/01/2016	12/31/2016	Office Assistant II: Assist homestay coordinator with student placements and matching students with homestay families; process expense reports and procard reconciliation; assist in research projects and scheduling for Director of International Education; other office projects as necessary.

District Office	Executive Vice Chancellor's Office	1	07/28/2016	09/30/2016	Office Assistant II: Assist in multiple areas of the IContracts Project. Main focus would be on database entry of SMCCCD contracts.
Skyline College	Counseling/ SparkPoint	1	07/06/2016	12/31/2016	Financial Aid Technician: Provide planning, implementation, coordination, and data collection of Financial Aid and SparkPoint Center financial coaching services and resources.
Skyline College	Student Services/ Assessment	1	07/06/2016	12/31/2016	Office Assistant II: Provide daily proctoring test administration and support clerical services to assessment center staff especially in providing SSSP core services of Orientation, Assessment, Counseling/Advising and Follow-up Services as related to student services. Assist with entering and retrieving data using different software. Prepare different activity reports. Make and follow-up with student phone calls and email inquiries. Provide any additional support in testing-related projects and special events.
Skyline College	GLPS – Bay Area Entrepreneur Center	1	07/28/2016	12/31/2016	Office Assistant II: Assist the Bay Area Entrepreneur Center (BAEC) Director in the planning and implementation for the BAEC. In addition, staff evening/weekend events at the BAEC as needed.
Skyline College	Center for Workforce Development	2	07/28/2016	12/31/2016	Office Assistant II: Two part time OA II positions to support the Center for Workforce Development and related grant funded projects and programs. Specifically, these positions will provide direct support to the Career Advancement Academy. Functions include general office support, visitor and student intake and support, support of student recruitment, orientations, events, data entry, creation of basic marketing material, and other duties as assigned.

Skyline College	Business, Education and Professional Programs (Massage Therapy Program)	2	07/01/2016	12/31/2016	Cosmetology Aide: Assist the instructors by ensuring students apply proper massage and spa therapy techniques, body mechanics, ergonomic principles, palpation and kinesiology skills. Aides will also assist the instructor in charge of the night clinic when students offer massage and spa services for clients.
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BOARD REPORT NO. 16-7-3CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Kathy Blackwood, Executive Vice Chancellor, 358-6869

**APPROVAL OF BUDGETARY TRANSFERS FOR THE PERIOD ENDING
MAY 31, 2016 AND ADOPTION OF RESOLUTION NO. 16-16 AUTHORIZING
BUDGET REVISIONS AND TRANSFERS FOR 2015-16**

Section 58307 of Title 5 Regulations requires that the Board approve all transfers between expenditure classifications made after final adoption of the annual budget. Additionally, District Rules and Regulations Section 8.11 specifies that budgetary transfers will be authorized only when expenditures in certain accounting classifications are in excess of amounts budgeted and when there are amounts in other classifications that will not be required for expenditures in those classifications. The changes to the final adopted budget are submitted to the Board semi-annually.

The 2015-16 final budget (adopted by the Board in September 2015), mid-year changes approved by the Board in March 2016, and the revisions and transfers shown below are summarized as follows:

	2015-16 <u>Final Budget</u>	Transfers <u>12/31/15</u>	Transfers <u>5/31/16</u>
General Fund (Unrestricted)	\$ 156,803,442	\$119,033	\$84,976
Self-Insurance Fund	759,038	0	0
Debt Service Fund	36,331,792	0	0
General Fund (Restricted)	35,611,100	(741,794)	3,609,640
Capital Projects Fund	42,660,000	3,843,825	3,174,623
Bookstore Fund	7,165,000	0	0
Cafeteria Fund	219,000	0	0
San Mateo Athletic Club	3,300,000	0	0
Community, Continuing and Corporate Education	1,221,507	0	0
Child Development Fund	900,000	0	0
Trust Fund (Financial Aid)	21,507,580	162,909	442,969
Post-Retirement Benefits	<u>4,500,000</u>	<u>0</u>	<u>0</u>
TOTAL	<u>\$ 310,978,439</u>	<u>\$ 3,383,972</u>	<u>\$7,312,198</u>

Detailed budget records are maintained in the District's Administrative Services Office and serve as support documentation for the summary report information below. This report highlights increases and decreases in major classifications of object accounts for each fund and provides a brief explanation for changes in the fund totals that have occurred since the mid-year transfer report.

Unrestricted General Fund – Fund 1

Adjust the **EXPENDITURE** amounts in the following classifications:

1000	Academic Salaries	\$1,299,443
2000	Classified Salaries	(144,212)
3000	Employee Benefits	(369,637)
4000	Materials and Supplies	(1,004,874)
5000	Operating Expenses	(1,480,195)
6000	Capital Outlay	1,463
7000	Other Outgo	1,782,979
	Total	<u>\$84,967</u>

Adjust the **REVENUE** amounts in the following classifications:

8600	State Revenues	\$--0--
8800	Local Revenues	58,624
8900	Other Sources	26,342
	Total	<u>\$84,967</u>

Transfers in expenditure budgets in the Unrestricted General Fund are a result of transfers to the sites for office hours and benefits as well as realignments between position control and operating expenses. Increases in revenue amounts are result miscellaneous sales and surplus equipment as well as from facilities use, with corresponding increases in expenditures.

Restricted General Fund – Fund 3

Adjust the **EXPENDITURE** amounts in the following classifications:

1000	Academic Salaries	\$224,493
2000	Classified Salaries	17,678
3000	Employee Benefits	13,875
4000	Materials and Supplies	1,046,442
5000	Operating Expenses	1,787,624
6000	Capital Outlay	92,571
7000	Other Outgo	406,956
	Total	<u>\$3,609,640</u>

Adjust the **REVENUE** amounts in the following classifications:

8100	Federal Revenues	\$104,097
8600	State Revenues	2,374,976
8800	Local Revenues	404,798
8900	Other Sources	725,769
	Total	<u>\$3,609,640</u>

Increases in the Restricted General Fund budget occurred as a result of new or additional funding for external programs and grants primarily from State categorical apportionments (i.e. Student Equity, Lottery, Deputy Sector Navigator, Full-Time Student Success Grants, and the Adult Ed Block Grant program), and State pass-

through grants for the California Career Pathways Trust and Prop 39 Energy Efficiency Program Improvement Funds. Other increases include additional funding for the Middle College at Skyline program, Silicon Valley Community Foundation ESL program, and the San Mateo Small Business Development Center with corresponding increases in expenditures.

Capital Outlay Projects Fund – Fund 4

Adjust the **EXPENDITURE** amounts in the following classifications:

2000	Classified Salaries	\$1,248,145
3000	Employee Benefits	442,608
4000	Materials and Supplies	5,211,872
5000	Operating Expenses	3,230,677
6000	Capital Outlay	(8,882,186)
7000	Other Outgo	1,923,508
	Total	<u>\$3,174,623</u>

Adjust the **REVENUE** amounts in the following classifications:

8800	Local Revenues	\$(996,474)
8900	Other Sources	4,171,097
	Total	<u>\$3,174,623</u>

Adjustments in expenditure amounts are due to authorized allocations to the Colleges for designated projects that include realignments in finalizing Measure A.

Trust Fund (Financial Aid) – Fund 7

Adjust the **EXPENDITURE** amounts in the following classification:

7500	Student Financial Aid	\$374,124
7600	Other Outgo	68,845
	Total	<u>\$442,969</u>

Adjust the **REVENUE** amounts in the following classifications:

8900	Other Sources	442,969
	Total	<u>\$442,969</u>

Budget augmentations occurred to recognize incoming transfers from EOPS, CARE, TRIO, and Full-Time Student Success grants, and NSF and Grove scholarships within the Restricted General Fund (Fund 3). Direct payments to students from federal, state, and local grants are shown within the Financial Aid Trust Fund.

To close the fiscal year, a blanket budgetary revision or transfer will be required to authorize additional transfers that may be necessary to permit payment of District obligations incurred during 2015-16.

RECOMMENDATION

It is recommended that the Board approve budgetary transfers and income adjustments for the period January 1, 2016 through May 31, 2016 and that the Board adopt Resolution No. 16-16, authorizing budgetary transfers for 2015-16, as listed and as needed for year-end closing activities.

RESOLUTION NO. 16-16

**BY THE GOVERNING BOARD OF
THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA**

**RESOLUTION AUTHORIZING
BUDGETARY TRANSFERS FOR 2015-16**

WHEREAS, Section 58307 of Title 5 Regulations provides that the governing board of a community college district may authorize transfers between expenditure classifications at any time by written resolution of the board of trustees of a district; and

WHEREAS, the governing board of the San Mateo County Community College District deems it necessary to make such budgetary transfers between expenditure classifications in the current year's budget as required to permit the payment of obligations of the District incurred during said fiscal year;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the San Mateo County Community College District authorizes transfers between expenditure classifications in the 2015-16 budget as required to permit the payment of obligations of the District during the 2015-16 fiscal year.

REGULARLY PASSED AND ADOPTED this 27th day of July, 2016.

Ayes:

Noes:

Abstentions:

Attest:

Thomas Mohr, Vice President-Clerk
Board of Trustees

BOARD REPORT NO. 16-7-4CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Aaron McVean, Acting Vice President of Instruction, Skyline College,
(650) 738-4454

**APPROVAL OF SUBMISSION OF CAREER ADVANCEMENT ACADEMY, PHASE 4
CONCEPT SUMMARY TO THE CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S
OFFICE AND AUTHORIZATION TO EXECUTE GRANT AGREEMENT**

The California Community Colleges Chancellor's Office (CCCCO) invited Skyline College and the District to submit the Concept Summary for continued grant funds of the Career Advancement Academies (CAAs), Phase 4 with a performance period beginning July 1, 2016 – June 30, 2018 in the amount of \$1,450,000.00. CAAs establish pipelines to college and high-wage careers for low-income young adults who face academic and personal barriers to post-secondary education and employment. CAAs increase students' foundational skills in reading, writing and math while enrolling students in career technical training programs that lead to careers and higher education opportunities in high-demand Career Technical Education (CTE) industry sectors.

One of the objectives of the CAA, Phase 4 investment will be to scale the CAAs' key elements and high impact practices through countywide and regional professional development. Grant funds must be utilized to increase focus on systems change and to support the key elements of the CAA framework at Skyline College with programs that include: automotive, allied health, early childhood education, paralegal, biotechnology, and warehousing and logistics industry sectors.

RECOMMENDATION

It is recommended that the Board of Trustees authorize submission of Concept Summary for grant funds as described and authorized by the Chancellor or the Executive Vice Chancellor, or their designees, to execute an agreement with the California Community College Chancellor's Office for the continuation of the Career Advancement Academy.

BOARD REPORT NO. 16-7-100B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Jose D. Nuñez, Vice Chancellor, Facilities Planning & Operations

ADOPTION OF RESOLUTION NO. 16-17 ADOPTING IN ITS ENTIRETY, VOLUME I AND THE INTRODUCTION, CHAPTER NINE (9) – THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT JURISDICTIONAL ANNEX – AND THE APPENDICES OF VOLUME II OF THE SAN MATEO COUNTY HAZARD MITIGATION PLAN (HMP)

In December of 2015, a coalition of San Mateo County cities and special districts, including the San Mateo County Community College District, embarked on a planning process to prepare for and lessen the impacts of specified natural hazards by updating the San Mateo County Hazard Mitigation Plan. Responding to federal mandates in the Disaster Mitigation Act of 2000 (Public Law 106-390), the partnership was formed to pool resources and to create a uniform hazard mitigation strategy that can be consistently applied to the defined planning area and used to ensure eligibility for specified grant funding success.

This effort represents the second comprehensive update to the initial hazard mitigation plan, approved by the Federal Emergency Management Agency (FEMA) in November of 2005 and developed in partnership with the Association of Bay Area Governments (ABAG), as well as a return to a truly regional effort following the 2010 planning process. The District has not been involved in the 2010 planning process. The 29 member coalition of partners involved in the program this year includes unincorporated San Mateo County, 18 city and town governments and 10 special districts. The planning area for the hazard mitigation plan was defined as all incorporated and unincorporated areas of San Mateo County. The result of the organizational effort will be a FEMA and California Office of Emergency Services (CalOES) approved multi-jurisdictional, multi-hazard mitigation plan.

Mitigation is defined in this context as any sustained action taken to reduce or eliminate long-term risk to life and property from a hazard event. Mitigation planning is the systematic process of learning about the hazards that can affect the community, setting clear goals, identifying appropriate actions and following through with an effective mitigation strategy. Mitigation encourages long-term reduction of hazard vulnerability and can reduce the enormous cost of disasters to property owners and all levels of government. Mitigation can also protect critical community facilities, reduce exposure to liability, and minimize post-disaster community disruption.

The hazard identification and profiling in the hazard mitigation plan addresses the following hazards of concern within the planning area:

1. Dam failure
2. Earthquake
3. Flood

4. Landslide
5. Severe weather
6. Tsunami
7. Wildfire

Climate change is incorporated as a summary assessment of current and anticipated impacts for each identified hazard of concern.

With the exception of dam failure, this plan does not provide a full risk assessment of human-caused hazards. However, brief, qualitative discussions of the following hazards of interest are included: terrorism, cyber threats, hazardous materials release, pipeline and tank failure, airline incidents.

A Planning Team consisting of local officials has taken the lead in developing the hazard mitigation plan. All participating local jurisdictions have been responsible for assisting in the development of the hazard and vulnerability assessments and the mitigation action strategies for their respective jurisdictions and organizations. The Plan presents the accumulated information in a unified framework to ensure a comprehensive and coordinated plan covering the entire San Mateo County planning area. Each jurisdiction has been responsible for the review and approval of their individual sections of the Plan. Additionally, the plan has been aligned with the goals, objectives and priorities of the State's multi-hazard mitigation plan.

A 10 member Steering Committee (SC) composed of representative stakeholders was formed early in the planning process to guide the development of the Plan. In addition, residents were asked to contribute by sharing local knowledge of their individual area's vulnerability to natural hazards based on past occurrences. Public involvement has been solicited via a comprehensive public outreach campaign that included two rounds of public meetings, web-based information, a questionnaire, and multiple social media updates.

Why adopt this Plan?

Once the hazard mitigation plan is adopted by all of the jurisdictional partners and approved by FEMA, the partnership will collectively and individually become eligible to apply for hazard mitigation project funding from both the Pre-Disaster Mitigation Grant Program (PDM) and the Hazard Mitigation Grant Program (HMGP).

What is the Pre-Disaster Mitigation (PDM) competitive grant program?

The PDM competitive grant program provides funds to State, Tribal, and local governments for pre-disaster mitigation planning and projects primarily addressing natural hazards. Cost-Effective pre-disaster mitigation activities reduce risk to life and property from natural hazard events before a natural disaster strikes, thus reducing overall risks to the population and structures, while also reducing reliance on funding from actual disaster declarations. Funds will be awarded on a competitive basis for mitigation planning and project applications intended to make local governments more resistant to the impacts of future natural disasters (*For more details on this program see Attachment 1*).

What is the Hazard Mitigation Grant Program?

Authorized under Section 404 of the Stafford Act, the HMGP administered by FEMA provides grants to States and local governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the program is to reduce the loss of life and property due to natural disasters

and to enable mitigation measures to be implemented during the immediate recovery from a disaster (*For more details on this program see Attachment 1*).

Where do we go from here?

Upon adoption of Volume I and the SMCCCD Annex and appendices of Volume II of the San Mateo County Hazard Mitigation Plan Update (HMP) and subsequent approval of said plan by CalOES and FEMA, the SMCCCD will be eligible to apply for specified grants. The grant funds are made available to states and local governments and can be used to implement the long-term hazard mitigation measures specified within the SMCCCD's annex of the HMP before and after a major disaster declaration. The HMP is considered a living document such that, as awareness of additional hazards develops and new strategies and projects are conceived to offset or prevent losses due to natural disasters, the HMP will be evaluated and revised on a continual five-year time frame.

Attachments:

1. Hazard Mitigation Grant Program (HMGP) and Pre-Disaster Mitigation Grant Program (PDM) Fact Sheet: <https://smccd-public.sharepoint.com/fpo/Projects/Hazard%20Mitigation%20Plan/Attachments/Attachment%201.pdf>
2. San Mateo County Community College District's Annex of the San Mateo County Hazard Mitigation Plan: <https://smccd-public.sharepoint.com/fpo/Projects/Hazard%20Mitigation%20Plan/Attachments/Attachment%202.pdf>
3. Volume 1 – Planning Area-Wide Elements (basic plan): <https://smccd-public.sharepoint.com/fpo/Projects/Hazard%20Mitigation%20Plan/Attachments/Attachment%203.pdf>
4. Volume 1 – Planning Area-Wide Elements (basic plan) Appendices: <https://smccd-public.sharepoint.com/fpo/Projects/Hazard%20Mitigation%20Plan/Attachments/Attachment%204.pdf>
5. Volume 2 – Jurisdictional Annexes: <https://smccd-public.sharepoint.com/fpo/Projects/Hazard%20Mitigation%20Plan/Attachments/Attachment%205.pdf>
6. Volume 2 – Jurisdictional Annexes – Appendices: <https://smccd-public.sharepoint.com/fpo/Projects/Hazard%20Mitigation%20Plan/Attachments/Attachment%206.pdf>

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 16-17 adopting in its entirety, Volume I and the introduction, Chapter nine (9) – the San Mateo County Community College District jurisdictional annex – and the appendices of Volume II of the San Mateo County Hazard Mitigation Plan (HMP).

RESOLUTION NO. 16-17**BY THE GOVERNING BOARD OF
THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA**

**RESOLUTION ADOPTING IN ITS ENTIRETY, VOLUME I AND THE INTRODUCTION,
CHAPTER NINE (9) – THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
JURISDICTIONAL ANNEX – AND THE APPENDICES OF VOLUME II OF THE SAN MATEO
COUNTY HAZARD MITIGATION PLAN (HMP)**

WHEREAS, all of San Mateo County has exposure to natural hazards that increase the risk to life, property, environment and the County's economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS; a coalition of San Mateo County, Cities, Towns and Special Districts with like planning objectives has been formed to pool resources and create consistent mitigation strategies within the San Mateo County planning area; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the San Mateo County Community College District Board of Trustees:

- 1.) Adopts in its entirety, Volume I and the introduction, chapter nine (9) - the San Mateo County Community College District jurisdictional annex, and the appendices of Volume II of the San Mateo County Hazard Mitigation Plan (HMP).
- 2.) Will use the adopted and approved portions of the HMP to guide pre- and post-disaster mitigation of the hazards identified.
- 3.) Will coordinate the strategies identified in the HMP with other planning programs and mechanisms under its jurisdictional authority.
- 4.) Will continue its support of the Steering Committee and continue to participate in the Planning Partnership as described by the HMP.
- 5.) Will help to promote and support the mitigation successes of all HMP Planning Partners.

REGULARLY PASSED AND ADOPTED this 27th day of July 2016.

Ayes:

Noes:

Abstentions:

Attest:

Thomas Mohr, Vice President-Clerk
Board of Trustees

BOARD REPORT NO. 16-7-101B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Dr. Regina Stanback Stroud, President, Skyline College, 738-4111

APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT REGARDING SKYLINE COLLEGE MIDDLE COLLEGE

Last year, the South San Francisco Unified School District (SSFUSD) entered into an agreement with the San Mateo County Community College District (SMCCCD) to establish a Middle College at Skyline College starting with the academic year 2015-2016. In collaboration with Dr. Shawnterra Moore, Superintendent of the South San Francisco Unified School District, the Skyline College Middle College has developed a Memorandum of Understanding to allow students from district high schools to attend the Middle College at Skyline College. The Memorandum of Understanding extends the 2015-16 agreement into the 2016-2017 academic year. SMCCCD will continue to carry the cost this year. In 2017-2018, SSFUSD intends to bear most of the costs of the Middle College program.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Memorandum of Understanding with the South San Francisco Unified School District regarding the Skyline College Middle College effective June 9, 2016 through June 30, 2017.

BOARD REPORT NO. 16-7-102B

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

APPROVAL OF MASTER AGREEMENT FOR TAXING ENTITY COMPENSATION AND DISTRIBUTION OF NET PROCEEDS FROM SALE OF ELEVEN FORMER REDEVELOPMENT PROPERTIES IN SOUTH SAN FRANCISCO

The San Mateo County Community College District (SMCCCD) is represented on an Oversight Board for the Successor Agency to the City of South San Francisco Redevelopment Agency. The Oversight Board is responsible for overseeing the operation of the Successor Agency as it administers the former Redevelopment Agency's closing operations and obligations.

The Master Agreement for Taxing Entity Compensation sets forth the manner in which the proceeds from the sale of former properties will be distributed to the Taxing Entities. Upon execution of the Master Agreement by all of the ten Taxing Entities, the Successor Agency will be able to transfer the Successor Agency properties consistent with the approved Long Range Property Management Plan and subject to the distribution of net proceeds as set forth in the Master Agreement. The net proceeds distributed will be proportionate to normal property tax shares for each of the taxing entities (7.38% for SMCCCD). The Master Agreement also defines how the net proceeds for the sale are calculated as anticipated and authorized by the California Department of Finance.

The Oversight Board to the City of South San Francisco considered and approved the form of the Master Agreement for Taxing Entity Compensation and has asked for SMCCCD Board approval.

In general, the District has received over \$7 million of one-time and ongoing reallocated redevelopment funds since 2014/15 due to the demise of redevelopment agencies in 2011/12. The ongoing portion of these funds will continue to grow as property taxes grow, and also as the former redevelopment agencies pay off their debt.

RECOMMENDATION

It is recommended that the Board approve the Master Agreement for Taxing Entity Compensation for the City of South San Francisco.

BOARD REPORT NO. 16-7-103B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Dr. Regina Stanback Stroud, President, Skyline College, 738-4111

**APPROVAL OF MEMORANDUM OF UNDERSTANDING AND REVOCABLE LICENSE
BETWEEN SKYLINE COLLEGE AND SAN FRANCISCO VETERANS ADMINISTRATION
HEALTH CARE SYSTEM**

In collaboration with the San Francisco Veterans Administration Health Care System (SFVAHCS), the Skyline College Enrollment Services Department and Veterans Resource Center have developed a Memorandum of Understanding (MOU) and Revocable License (RL) in support of a part-time VA outreach and clinical office located on campus to serve student veterans attending Skyline College. Skyline College is located in one of the cities in the SFVAHCS service area. The SFVAHCS MOU and RL mirror those currently in use with other colleges in the service area, including City College of San Francisco. The VA clinician on site will provide services only for veterans enrolled at Skyline College, and their family members who are eligible for services.

The SFVAHCS staff on-site objectives are to:

1. Provide outreach, enrollment, mental health triage, evaluation, and confidential mental health treatment services to self-referred veterans enrolled at Skyline College. In order for eligible veterans to receive evaluation and treatment, they need to be enrolled in the San Francisco VA Health Care System;
2. Disseminate important information and develop clear pathways for using VA services; and
3. Identify veterans in need of specialized or intensive services and refer them to the San Francisco VA Health Care System for appropriate care.

This agreement is of mutual benefit to the college and the VA because of the additional services provided to the sizable veteran population of the student body attending Skyline College. The contract term for both the MOU and RL shall be for five (5) years beginning June 1, 2016 through May 31, 2021. Either party can exercise termination rights with a 90-day written notice.

The MOU and RL are currently in review by the VA legal team. Upon receipt of final contracts, Kathy Blackwood, Executive Vice Chancellor, is authorized to enter into the contract. The MOU and RL will result in no additional costs to the San Mateo County Community College District.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Memorandum of Understanding and Revocable License between Skyline College and the San Francisco Veterans Administration Health Care System, effective June 1, 2016 through May 31, 2021.

RESOLUTION NO. 16-18

**BY THE GOVERNING BOARD OF THE
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA**

**RESOLUTION ESTABLISHING GOVERNING BOARD MEMBER ELECTIONS
TO OCCUR ON THE SAME DAY AS STATEWIDE GENERAL ELECTIONS**

WHEREAS, the current date for election of members of the Board of Trustees (Board) of the San Mateo County Community College District (District) is every two (2) years on the first Tuesday after the first Monday in November of odd-numbered years, pursuant to Elections Code section 1302, subdivision (a) and Education Code section 5000; and

WHEREAS, statewide general elections are held in California in November of even-numbered years, pursuant to Elections Code section 1001; and

WHEREAS, many neighboring school districts and community college districts hold elections for governing board members on the same day as statewide general elections; and

WHEREAS, effective January 1, 2018, Elections Code section 14050 et seq. will prohibit any political subdivision, including a community college district, from holding elections for governing board members in odd-years where such elections have previously resulted in a significant decrease in voter turnout unless the political subdivision has adopted a plan to transition to even-year elections no later than November, 2022; and

WHEREAS, Elections Code section 14051, subdivision (b) defines a “significant decrease in voter turnout” to exist where “the voter turnout for a regularly scheduled election in a [community college district] is at least 25 percent less than the average voter turnout within that political subdivision for the previous four statewide general elections;” and

WHEREAS, voter turnout in the District for the last three elections for Board members averaged just under 28% and the average turnout in the District for the last four statewide general elections was closer to 66%; and

WHEREAS, Elections Code section 1302, subdivision (b) establishes a procedure whereby the Board may change the date of Board member elections by adopting a resolution subject to the approval of the County Board of Supervisors, pursuant to Elections Code section 10405.7; and,

WHEREAS, Elections Code section 10405.7, subdivision (a) provides that the scheduled Board member election may be rescheduled if the Board adopts the requisite resolution and submits it to the County Board of Supervisors no later than 240 days prior to the scheduled Board member election; and

WHEREAS, within 60 days from the date the District submits such a resolution to the Board of Supervisors, the Board of Supervisors must approve the Resolution unless it finds that the ballot style, voting equipment, or computer capacity is such that the additional elections or materials cannot be handled (Elec. Code, § 10405.7, subd. (d)(1)); and

WHEREAS, public notices of the proceeding in which the resolution is to be considered for adoption by the Board of Supervisors are made by the Board of Supervisors pursuant to Government Code section 25151; and

WHEREAS, if the change in the date of the Board member elections is approved, the next Board member election would be moved from November 2017 to November 2018 to be held on the same day as the statewide general election in November 2018; and

WHEREAS, if the change in the date of the Board member elections is approved, the terms of office of those Board members currently set to expire in 2017 will be extended to 2018 and the terms of office of those Board members currently set to expire in 2019 will be extended to 2020, pursuant to Elections Code section 10405.7, subdivision (g).

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the San Mateo County Community College District that the above recitals are true and correct.

BE IT FURTHER RESOLVED, that Board member elections shall be scheduled to be held on the same day as statewide general elections in November of even-numbered years pursuant to Elections Code section 1302, subdivision (b), and shall be consolidated with all other elections held throughout the District on that day.

BE IT FURTHER RESOLVED, that the Chancellor and/or his designee shall forward this resolution to the San Mateo County Board of Supervisors not later than 240 days prior to the date of the currently scheduled November 2017 election, explain the rationale for the resolution, and request formal approval of the change by the Board of Supervisors at a public meeting within 60 days after submission and after the resolution has been posted in public places.

BE IT FURTHER RESOLVED, that the Chancellor and/or his designee will notify the San Mateo County Registrar of Voters that the District is prepared to pay the expense of mailing a notice of approval of the change of the date of the Board member elections by the San Mateo County Board of Supervisors as required by Elections Code section 10405.7, subdivision (e).

BE IT FURTHER RESOLVED, that if the change in election dates is approved by the San Mateo County Board of Supervisors, the date of the next Board member election, currently scheduled for November 2017, will be moved to the same day as the statewide general election in November 2018, and each subsequent Board member election will be held two years thereafter in November of even-numbered years on the same day as the statewide general election.

BE IT FURTHER RESOLVED, that if the change in election dates is approved, the terms of office of those Board members currently set to expire in 2017 will be extended to 2018 and the terms of office of those Board members currently set to expire in 2019 will be extended to 2020.

BE IT FURTHER RESOLVED, that the Chancellor and/or his designee is authorized pursuant to this Resolution to take any action and/or execute any documents which are necessary to carry out, give effect to, and comply with the terms and intent of this Resolution.

BOARD REPORT NO. 16-7-104B

REGULARLY PASSED AND ADOPTED this 27th day of July, 2016.

Ayes:

Nos:

Abstentions:

Attest:

Thomas Mohr, Vice President-Clerk
Board of Trustees

BOARD REPORT NO. 16-7-2C

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Kathy Blackwood, Executive Vice Chancellor, 358-6869

DISCUSSION OF BY-TRUSTEE AREA ELECTIONS

At its meeting of June 22, the Board discussed the possibility of changing the method of electing trustees to a by-trustee area election process. The Board also approved a contract with Dolinka Group for the development of potential trustee area boundaries.

At this meeting, the Board will receive a report from Dolinka Group and will continue the discussion about election methods.

BOARD REPORT NO. 16-7-3C

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: José D. Nuñez, Vice Chancellor, Facilities Planning & Operations, 358-6836
Bill Woods, Director of Public Safety, 358-6840

**REPORT ON THE SAN MATEO COUNTY CIVIL GRAND JURY
AND PUBLIC SAFETY STUDY**

GRAND JURY REPORT

On July 5, 2016, the 2015-2016 San Mateo County Civil Grand Jury released a report entitled, "Safety, Security, and Emergency Preparedness on the San Mateo County Community College Campuses." According to the report, two questions were at hand:

1. "How well is the San Mateo County Community College District providing for the safety of students, faculty and staff?"
2. "Are comprehensive plans in place for a major emergency or threat on the three San Mateo County Community College campuses?"

The report includes four recommendations and a request for responses to each recommendation from the San Mateo County Community College District Board of Trustees. A draft response will be presented to the Board for review at the August 24, 2016 meeting.

PUBLIC SAFETY SERVICES STUDY - UPDATE

The Board of Trustees directed staff to look at best practices in public safety with the goal of maintaining and enhancing safety on all of our campuses. To that end, a Public Safety Services Committee consisting of District Staff, College and student representatives was formed to help guide the District's research process and coordinate opportunities for discussion and participation.

The committee developed a request for proposal and the District sent its proposal to 23 firms. Of the six firms that responded, the evaluation committee determined that three demonstrated the potential to provide the qualifications, capabilities and capacity to execute the project for the District. The Public Safety Services committee interviewed two of the firms on April 28. One firm withdrew from the process.

After careful consideration, the committee decided that Margolis Healy is the most qualified to perform the work for the District. Acting upon the committee's recommendation, the Board of Trustees approved entering into a contract with Margolis Healy on May 11 (Board Report no. 16-5-104B). Margolis Healy is a professional services firm specializing in campus safety, security, and regulatory compliance for higher education. They bring a diverse team to the process and extensive experience in working with diverse groups of stakeholders in educational environments. The firm was awarded a cooperative agreement with the U.S.

Department of Justice to create and manage the National Center for Campus Public Safety – a clearinghouse for best practices. Their multidisciplinary approach to the study will bring experts in higher education, public safety, emergency management, and organizational assessment/regulatory compliance, among others, to the process.

During the summer, Margolis Healy will gather research and best practices in campus safety, and review the structures, policies and procedures. As part of their research, Margolis Healy will be conducting site visits at each campus and the District Office to tour each facility, examine on-site functions and conduct interviews with District and College administrators and various members of staff. These interviews will take place in both individual and group settings.

There will also be facilitated “Visioning Workshops” which are brainstorming sessions where groups of administrators who are key stakeholders in public safety examine the current state of campus safety/security at the institution and explore the participants’ desired future state. Representatives of Public Safety will not be participants in these workshops.

Site visits are scheduled as follows:

College of San Mateo	August 22, 2016
Skyline College	August 29, 2016
Cañada College	September 26, 2016

In the fall, Margolis Healy will conduct multiple public forums at each of the campuses to solicit concerns and opinions from students, faculty, staff, administrators and community members. There will be five separate forums at different times during the day at each campus to ensure the best possible attendance. Dates for the forums have been scheduled as follows:

Cañada College	September 13, 2016
College of San Mateo	September 14, 2016
Skyline College	September 15, 2016

Margolis Healy will assess several areas using a combination of observation, surveys, research, document review, individual/group interviews, and focus groups to develop a holistic view of the perceptions and realities of safety on the District’s College campuses. The process will involve rigorous inquiry with stakeholders intended to elicit facts, opinions, and perceptions about safety and security operations.

The full interview and document review list will be jointly reviewed and modified as appropriate by Margolis Healy and the District.

Margolis Healy will synthesize data and formulate a review that draws from best and promising practices in safety, security, and emergency/crisis management for the District. The result will be a staff report.

The Margolis Healy contract will end on October 30, 2016, with the final staff report delivered to the Public Safety Services Study Committee.

The staff report will be presented to the SMCCCD Board of Trustees at the December 14, 2016 meeting.