

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

October 23, 2019

Closed Session at 5:00 p.m.; Open Meeting at 6:00 p.m.

District Office Board Room, 3401 CSM Drive, San Mateo, CA 94402

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board welcomes public discussion.

- *The public's comments on agenda items will be taken at the time the item is discussed by the Board.*
- *To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items;" at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items 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 recorded; recordings are kept indefinitely.*

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. RECESS TO CLOSED SESSION

CLOSED SESSION ITEMS FOR DISCUSSION

1. Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Gov. Code, § 54956.9, subd. (d)(2): Two cases
2. Employee Discipline, Dismissal, Release
3. Conference with Labor Negotiator
Agency Negotiator: Mitchell Bailey
Employee Organizations: AFT, CSEA and AFSCME
4. Ratification of July and August 2019 Confidential District Warrants

PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

RECONVENE TO OPEN SESSION

6:00 p.m. Call to Order / Roll Call / Pledge of Allegiance

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

19-10-3 [Approval of the Minutes of the September 25, 2019 Study Session](#)

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

19-10-2C [Contemporary Conversation Regarding Race, Class, Gender, Privilege and Equity: Undocumented Student Action Week](#)

STATEMENTS FROM EXECUTIVES

STATEMENTS FROM OTHER REPRESENTATIVE GROUPS:

AFT, Local 1493
CSEA, Chapter 33
AFSCME, AFL-CIO, Local 829, Council 57

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

19-10-2A [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.

19-10-1CA [Approval of Curricular Additions, Deletions and Modifications – Cañada College, College of San Mateo and Skyline College](#)

19-10-2CA [Acceptance of the United Way Bay Area Census 2020 Outreach Grant to Skyline College for October 2019 through July 31, 2020](#)

19-10-3CA [Acceptance of Measure K Grant from County of San Mateo to Kababayan Learning Community at Skyline College](#)

19-10-4CA [Ratification of July and August 2019 District Warrants](#)

Other Recommendations

19-10-102B [Hearing of the Public on Contract Award for College of San Mateo Water Metering and Information System Project and Approval of Contract Award](#)

19-10-103B [Approval of Sole Source Agreement with State Chancellor's Office Identified Key Talent to Direct Health Care as a Deputy Sector Navigator at Cañada College](#)

19-10-104B [Ratification of Agreement for Special Services with RH Ventures](#)

19-10-105B [Student Housing Update and Authorization to Engage a Consultant to Assist the District with Processing the Concept of Developing Student Housing and Developing Options for Consideration](#)

INFORMATION REPORTS

19-10-3C [Discussion of Broadcasting of Board Meetings](#)

19-10-4C [Update on Request for Proposals \(RFP\) for Utilization of Former KCSM-TV
Space for Public/Local Access Broadcasting](#)

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
September 25, 2019, San Mateo, CA**

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

Board Members Present: President Maurice Goodman, Vice President Karen Schwarz, Trustee Richard Holober, Trustee Dave Mandelkern, Trustee Thomas A. Nuris

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Goodman said that during closed session, the Board will (1) hold a conference with legal counsel regarding two cases of anticipated litigation as listed on the printed agenda, (2) hold a conference with legal counsel regarding one case of existing litigation as listed on the printed agenda, (3) consider employee discipline, dismissal, release, (4) hold a conference with the labor negotiator as listed on the printed agenda, and (5) hear a student grievance appeal.

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY: None

RECESS TO CLOSED SESSION

The Board recessed to closed session at 5:00 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 6:43p.m.

Board Members Present: President Maurice Goodman, Vice President Karen Schwarz, Trustee Richard Holober, Trustee Dave Mandelkern, Trustee Thomas A. Nuris, Student Trustee Jordan Chavez

Others Present: Interim Chancellor Michael Claire, Chief Financial Officer Bernata Slater, Skyline College Interim President Jannett Jackson, College of San Mateo Acting President Kim Lopez, Cañada College President Jamillah Moore, District Academic Senate President Jeramy Wallace

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Goodman said the Board took no reportable action during the closed session. He said the Board will return to closed session at the conclusion of the open session to continue consideration of the items listed above.

President Goodman said there was a request to adjourn this meeting in memory of Pat Tyler who passed away on September 11. Pat was a District employee for 27 years, working at both Cañada College and Skyline College during her career. She retired in 2014. She is survived by her husband, Mike, who is a part-time faculty member at Cañada College and a retired member of the classified staff. A celebration of Pat's life is scheduled for Sunday, September 29 at noon in the Grove dining area at Cañada College. President Moore said Phil Egan, an art instructor at Cañada College for 32 years, passed away on September 18. She requested that the Board adjourn the meeting in his memory as well.

DISCUSSION OF THE ORDER OF THE AGENDA: None

MINUTES

APPROVAL OF THE MINUTES OF THE JULY 24, 2019 REGULAR MEETING (19-9)

It was moved by Trustee Nuris and seconded by Vice President Schwarz to approve the minutes as presented. The motion carried, all members voting Aye.

APPROVAL OF THE MINUTES OF THE AUGUST 7, 2019 SEPCIAL CLOSED SESSION MEETING (19-10)

It was moved by Vice President Schwarz and seconded by Trustee Nuris to approve the minutes as presented. The motion carried, all members voting Aye.

APPROVAL OF THE MINUTES OF THE AUGUST 9, 2019 SEPCIAL CLOSED SESSION MEETING (19-11)

It was moved by Trustee Mandelkern and seconded by Trustee Nuris to approve the minutes as presented. The motion carried, all members voting Aye.

APPROVAL OF THE MINUTES OF THE AUGUST 21, 2019 REGULAR MEETING (19-12)

It was moved by Trustee Nuris and seconded by Trustee Mandelkern to approve the minutes as presented. The motion carried, all members voting Aye.

APPROVAL OF THE MINUTES OF THE AUGUST 26, 2019 SEPCIAL CLOSED SESSION MEETING (19-13)

It was moved by Vice President Schwarz and seconded by Trustee Nuris to approve the minutes as presented. The motion carried, all members voting Aye.

APPROVAL OF THE MINUTES OF THE SEPTEMBER 9, 2019 SEPCIAL CLOSED SESSION MEETING (19-14)

It was moved by Trustee Mandelkern and seconded by Trustee Nuris to approve the minutes as presented. The motion carried, all members voting Aye.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Diana Tedone-Goldstone, Librarian at Cañada College, read the following resolution which was adopted by the Cañada College Academic Senate on September 17:

“Resolution in Support of Kinesiology, Athletics, and Dance

“Whereas, KAD has not had a Dean for two years, which has affected their curriculum approval process, program development, and representation on college committees,

“Whereas, KAD has a need for an administrator who is knowledgeable of college-level sport-specific compliance and will be able to represent faculty and program needs directly,

“Whereas, the Director of Wellness and Planning was tied for last in the 2018-2019 position proposals personnel ballot results, and the position did not originate from the KAD faculty and staff,

“Whereas, unlike the College of San Mateo’s KAD Division which also has a private-public partnership shared building, Cañada’s KAD Division does not have an additional academic building to house their program needs and Building One will be their only space,

“Whereas, KAD has not been adequately consulted on the Building One plans for at least the last two years, and there have been multiple changes to the proposed sharing of space in Building One,

“Whereas, the current plans for Building One do not provide adequate space for KAD programs and Cañada students as a whole, and the proposed facilities (including, basketball and volleyball court, swimming pool, square footage of rooms for certain types of classes) do not meet CCCAA guidelines and classroom requirements,

“Whereas, the current project program for Building One includes an open floor plan for the central court and this may lead to a very high level of noise and thereby disrupt the functioning of the space,

“Whereas, the lack of facilities for college athletics are likely to affect options for our local community athletes, team enrollment, college enrollment, and lead to issues with Title IX compliance,

“Whereas, the program reviews within KAD have included plans for growth that are not supported by the current Building One project program,

“Resolved, that District or Cañada PRIE provides data covering impact of the San Mateo Athletic Club on things such as student access, number of students who are private members, student employment, enrollments, class offerings (types and sections), changes in curriculum, revenue for academic programs, and allocation of revenue from the private enterprise,

“Resolved, that the Academic Senate requests an explanation for why the private enterprise will have access to Building One six months before academic programs have access,

“Resolved, that the Academic Senate requests the private enterprise’s proposed plan for staffing and operation (including instruction, clerical services, and building maintenance),

“Resolved, that the Academic Senate of Cañada College supports the desire, as has been included in their program review for many years, of the Kinesiology, Athletics, and Dance Division to have an Athletic Director/Dean,

“Resolved, that the Academic Senate of Cañada College strongly urges the Cañada College President to begin the hiring process for the Athletics Program Services Coordinator,

“Resolved, that the Academic Senate of Cañada College requests that a certain amount of space in Building One be under the exclusive purview of the KAD division,

“Resolved, the Academic Senate of Cañada College requests that the President, the Chancellor, the Board, and other entities involved in decision making for design and use of space in Building One collegially consult with KAD faculty and staff in decision-making regarding Building One plans so that the building use is student centered.”

President Moore made the following statement in response to the Cañada College Academic Senate resolution:

“I know we can’t get into a discussion about an item that isn’t on the agenda, but I did want to take a moment to provide a brief response and update to let the Board know that we continue to be fully engaged with this issue.

“We appreciate the concerns outlined by the Academic Senate in their resolution.

“We continue to work with the faculty and staff to discuss our new Building 1 (Kinesiology and Wellness Center) and to develop programming for this new, state-of-the-art teaching and learning space. The planning for this project has been five years in the making, with a dozen planning meetings with faculty and nearly a dozen additional campus-wide forums and updates. We discovered recently that there appears to be some misunderstanding or unclear items as it relates to programming and space in the new facility and we are working to better communicate and collaborate on those matters.

“The entirety of the Academic Senate’s resolution packs a lot of information and assertions into their statement and I am not going to go line-by-line to address everything that has been listed. I will say, however, that we agree with several of those statements, disagree with other statements and understand how some of the issues may have been confusing or unclear.

“Over the last few weeks, we have held several meetings with faculty about their concerns, and we also hosted a campus-wide forum last Thursday to again address all aspects – planning, design and

programming – of the new facility. We will continue to work with the faculty of the Kinesiology, Athletics and Dance department to understand and address their concerns and we are committed to continuing to collegially consult faculty in this process.

“We will be meeting with the faculty of the Kinesiology, Athletics and Dance department on Monday, September 30th to cover all of the items they have surfaced and provide additional clarity on certain issues and to agree to disagree on other issues. I will send the Board the response we share with the Senate after we have had an opportunity to meet and discuss these issues with them.”

Trustee Mandelkern asked that the item be agendaized as an information item at a future Board meeting so that it can be discussed by both groups. President Goodman said it will be agendaized at a meeting subsequent to the September 30th meeting at Cañada College.

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (19-9-2A)

It was moved by Vice President Schwarz and seconded by Trustee Mandelkern to approve the items in the report. President Goodman said he has requested at least three times that an assessment of all outstanding reclassifications that have been pending for some time be brought to the Board, but this has not occurred. He said that, additionally, there has been discussion about individuals playing politics with District employees, impacting their well-being and quality of life. President Goodman said this is unacceptable. He said that as Board president, he is asking all those involved to do their jobs or reevaluate whether they want to be in the District and support the mission of the Board to support faculty and staff. He said he is requesting that the Board receive a full and complete listing of all outstanding reclassifications with a description of what it would take to get them resolved.

Trustee Holober said he agrees with President Goodman’s comments. He said he would like to think this is a time at which the District can have a fresh beginning and break out of some patterns that have been allowed in the past. He said he tries to look at this from an optimistic point of view and see it as a time to take stock, reevaluate and make some course corrections. He said part of the examination is to look at the bigger picture and do a thorough review of reclassifications in administrative and executive positions going forward, as well as some legacy reclassifications.

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

STUDY SESSION

DISCUSSION OF STUDENT HOUSING (19-9-3C)

Vice Chancellor/Chief of Staff Mitchell Bailey said the Board has held a series of conversations on student housing. He said the region is facing a housing issue which is significantly impacting a number of the District’s students. He said the District has been successful with faculty and staff housing and is trying to capitalize on this expertise to provide some element of relief to students who are homeless or housing insecure, impacting their ability to focus on their studies. Vice Chancellor Bailey said a number of other entities have addressed student housing recently, including Santa Rosa Junior College through a public/private partnership, University of California, Davis, also through a public/private partnership, University of California, Merced and Lake Tahoe Community College. He said the Board and staff have discussed various models but there are still things that are not known. He said staff has recommendations about how to proceed, with the Board’s approval and direction, to get to the next step.

Vice Chancellor Bailey said the two most well-versed individuals in San Mateo County on the issue of affordable housing are present to provide advice and counsel: Evelyn Stivers, Executive Director of the Housing Leadership Council and Armando Sanchez, Executive Directors of the Housing Endowment and Regional Trust (HEART).

Ms. Stivers said the Housing Leadership Council works with communities and leaders to create and preserve quality and affordable housing. She said affordable housing is income restricted, is managed by a non-profit or an organization that wants to manage affordable homes, is decent housing that meets all minimum and modern requirements, and is subsidized with public money. She said it is a challenge for the non-profit housing community to be a partner on a student housing project because (1) they cannot develop dormitory style housing because they are required to have apartments with full kitchens, and (2) they cannot rent to full-time students, with some exceptions such as former foster youth, formerly homeless individuals, single parents and veterans. She said there might be an opportunity to make part of a student housing development market rate housing and another part affordable housing dedicated to specific populations. She said most affordable housing developers want to keep possession of the land in order to make sure they fulfill their mission of providing permanent affordable housing. She said there are some instances of one hundred year leases. Ms. Stivers said that in spite of the challenges presented by different sets of rules, the Housing Leadership Council wants to provide help and resources to the District to the extent that they can.

Mr. Sanchez said HEART is essentially a financial institution. He said the District has become the standard in the region on how to build housing for employees and the financial implications and realities are no different for student housing. He said it comes down to where the money will come from to develop the housing and where the cash will flow in from to pay the debt. He said that if the District is trying to serve students who are homeless or at risk of being homeless, as well as very low income students, a substantial subsidy of some sort will be required and this makes the project more challenging and risky. Mr. Sanchez said he is a proponent of mixed income housing, in which general students who can afford to pay are mixed with students who do not have the same resources. He said many colleges and universities are using a public/private partnership model which lessens the risk because the developer brings in the funds and sets up and runs the housing. He said he would not discount considering this model. He said that while less control accompanies the loss of risk, it is important to note that the District would dictate its needs and terms to the developer and would look at other options or other partners if the developer could not meet those terms. Mr. Sanchez said a small subsidy from the District might be required; however, he said it is sad to think about what might happen to homeless students in the future if help is not provided to them. He recommended looking at others who have developed student housing to learn from their experience. For instance, at Santa Rosa Junior College, the cost to build the housing was \$54,000 per bed and the average rent is \$800 per month.

Trustee Holober asked if there is a general formula for the cost to build housing and the average rent in order to run a housing development and not go broke. Mr. Sanchez said this is variable; the bigger the project, the better the economies of scale.

Trustee Mandelkern said student housing is clearly different than workforce housing for employees. He said one of the issues the Board struggled with in past conversations was a lack of understanding of various options, e.g. a dormitory style project, single rooms with a central dining hall, an apartment cluster with kitchens included, etc., as well as different types of students who would be eligible. He noted that the District has a significant advantage because it owns the land on which the housing would be constructed.

Trustee Mandelkern said there are a number of developers who specialize in student housing and he would like to receive a list of them. He cautioned, however, that there are risks involved. For example, a student at the University of Canterbury in New Zealand died in his dormitory room and was not discovered for two months. The dormitory is managed by the global student accommodation provider Campus Living Villages, which also operates in the United States. Trustee Mandelkern questioned who would have the oversight to make sure District student housing is run properly. He said the District does not have resident advisers or faculty fellows and does not have a resident housing infrastructure that four-year institutions may have. He said the cost of the administrative infrastructure would have to be considered in addition to the cost of building the housing project. He said there are a number of policy issues that he believes need to be addressed before permitting a developer to put a shovel in the ground.

Vice President Schwarz said the District has all of the types of students who would qualify for affordable housing, such as former foster youth, homeless students and veterans. She said she is very interested in working with the

Housing Leadership Council to enhance the affordable housing model for students, perhaps with a mix of market rate housing. Ms. Stivers said the Housing Leadership Council would be thrilled to develop a partnership; however, they are interested in keeping people always housed and housed year-round. For instance, she said they would want to continue to house a single parent or former foster youth after graduation, until the individual earns enough to afford a place to live.

Trustee Nuris said it might not be possible to address the needs of everyone and he believes it is important to identify the population that the District can best serve and can serve successfully. He said he would like to research developers and would also like see firsthand some models that are already in place, such as Santa Rosa, so that the Board can start visualizing what is possible and then narrow it down to what the District can do.

Trustee Holober said the Board has heard about certain categories of people for whom affordable housing funding is available, such as veterans and former foster youth. He asked what makes it work financially for developers who develop housing for these particular categories. Ms. Stivers said that under the tax credit code, certain people do not qualify for affordable housing and this includes full-time students, except those specific categories that are exempted. She said there are a number of funding mechanisms for the exempted categories, including a statewide bond measure for veterans, a pot of money for former foster youth, and a special initiative for formerly homeless students. She said District students who fall into one of the exempted categories would be eligible for affordable housing. Trustee Holober asked who receives the funding if it is available. Ms. Stivers said it depends on the source. For veterans housing, funding goes to the developer and there are also HUD-Veterans Affairs Supportive Housing (HUD-VASH) vouchers that can go to individuals to make their housing more affordable. Ms. Stivers said every funding source comes with its own set of rules and piling them together can be difficult; however, there are people who specialize in this area and would be able to provide assistance.

Maxine Turner, a member of the public, said her understanding and support for the District has always been that it is a two-year commuter school serving primarily people who live in San Mateo County. She said that when she hears about a homeless student, she believes there is also a homeless family. She said she believes the student survey should be redone. She said her recollection is that the results showed that students had only occasional need for housing. She suggested that the District consider building affordable housing for Peninsula families with a requirement that they must make a room available to rent to a college student, thereby serving the relatively few homeless students. Ms. Turner said that building dormitories would mean a change from being a commuter college to a residential college and this would require a broad community discussion.

President Goodman said he believes a strategic needs assessment should be done to understand what the need is and to make sure that everything the District does is supported by data. He said the District does have students who are homeless, with some living on the streets and some living in cars, as well as students who are couch surfing but have nowhere to keep food. He said these students are members of the community who are trying to better the lives of their families as well as themselves. He said the District's goal is to educate students and all of their insecurities – food, transportation and housing – must be addressed. President Goodman said that developing student housing is a long-term goal and the District can have conversations with developers and follow-up with Santa Rosa Junior College, along with conducting the needs assessment. He said, however, that there must be short-term solutions as well.

Trustee Mandelkern said he agrees with the suggestion to conduct a needs assessment. He said he does not believe there is only a small number of students who are suffering from housing insecurity. He said the District colleges are still commuter colleges but the problem students are having is where they are commuting from, sometimes making it impractical for them to go to college and causing them to leave the educational system or to leave San Mateo County. He said the District is trying to determine the groups of students that it can help and this can become complicated. He said the intent is not to change the fundamental structure of the community colleges into a residential college environment, but it is important to be open-minded about various solutions. Trustee Mandelkern suggested that a representative from the Santa Rosa Junior College be asked to come and speak to the Board about their process and experiences.

Student Trustee Chavez said he believes there is a need for housing for students throughout the District. He said there are many unknowns but he supports the concept of student housing and wants to work together with the District.

Vice President Schwarz said there have been many conversations about the housing crisis for students and she would like to now see something done now. She said she believes any reported number of students experiencing housing insecurity is understated because some students do not want to admit that they are experiencing a housing crisis. Vice President Schwarz said she would like to visit Santa Rosa versus having someone come to talk with the Board. She said there are also other community colleges that offer some type of housing, such as Santa Barbara, and students often attend these colleges because they want to transfer to nearby UCs or CSUs. Trustee Holober said community colleges in Santa Barbara and Santa Monica draw a subset of students from around the state who can afford to pay for housing with the hope of transferring. He said students in the District have the same hopes and dreams about transferring but their economic needs are different. He said he is glad to see that the focus of the discussion at this meeting is not on international students but on the neediest domestic students. Vice President Schwarz said some international students do not have places to stay and she does not want to discount their needs.

Dr. Michael Reiner asked if would be possible to build facilities for families with the condition that they set aside a room for a student. Mr. Sanchez said this would be difficult because of income requirements and other complications.

Vice Chancellor Bailey said that through the Chancellor, staff has the following recommendations:

- Conduct a market study to assess the need and what people willing to pay. Trustee Mandelkern suggested also including the question of how students would like to live, e.g. dormitories, apartments that might be family or single parent friendly, etc.
- Hire a consultant to help identify what we do not know and to tap into the expertise of people in the business.
- Establish two groups:
 - a. An internal working group to help with the process of student housing.
 - b. An advisory group to help tap into existing resources, such as the Housing Leadership Council and HEART, cities and the county, and non-profit partners such as Samaritan House and HIP Housing, so that students can be more easily informed about the resources that are available. Ms. Stivers and Mr. Sanchez would be invited to be members of this advisory group.
- Have a conversation with the Educational Housing Board to see if there is a role they can play and, if not, determine whether to establish a companion board.
- Work with the Foundation to provide an emergency fund.
- With guidance from the Board, establish guiding principles, sustainability being at the forefront.

President Goodman said an immediate step should be to have a visible housing portal on all three campus websites. He said it is also important to ensure that the question about housing is asked of students as early as possible so that a connection can be made with SparkPoint and other services in the community. He said the District could partner with HIP Housing's home share program and also consider funding scholarships through HIP Housing's self-sufficiency program.

Trustee Holober said there is a model in the Netherlands through which senior housing developers provide some room for college students in exchange for community service which benefits both the seniors and students. He suggested talking with people who are developing senior housing, such as the Peninsula Health Care District, to see if they are interested in exploring this model.

President Goodman said the District must go beyond talking and must take action. He said that if this means creating a position, this should be discussed. He said that at the very least, the housing portal should be established immediately. Student Trustee Chavez said he also would also like to see word get out to students about housing resources.

Trustee Mandelkern said the Board has discussed housing insecurity for students for at least 18 months and the fact that nothing has been done bothers him. He said students still do not have places to stay and may be in unsafe situations. He said UC Berkeley has a safe parking zone for their students who are living in cars. He said the possibility of turning gyms into temporary housing situations has been discussed but there has not been follow-up. He said he would like to challenge the administration to develop a list of three or four concrete things to do with a timeline by which they will be done.

Skyline College Interim President Jackson said students at Skyline College have been providing short-term opportunities since 2018 to address housing insecurity. Out of their budget, they allocated \$30,000 to help students who are in crisis. She recommended that student leadership be included in the advisory group. College of San Mateo Acting President Lopez said the college has a housing assistance webpage that lists resources. She said it could be more robust but is a start. Cañada College President Moore said the college also has information on its website under housing assistance and the Associated Students are in discussion about setting aside funds to help students in crisis. She said that through the SparkPoint programs, the colleges are working in collaboration with United Way, Samaritan House and HIP Housing. President Moore said she is pleased that discussions are taking place about more long-term solutions.

Trustee Nuris suggested that staff from the three colleges get together to compare the information on their websites, gather the best from all of them, and create a dynamic webpage for the District that can help the colleges as well.

Trustee Holober asked for more information about the two groups that have been recommended to help with the issue of student housing. Vice Chancellor Bailey said the advisory group would be made up of both internal and external individuals who would connect and coordinate all of the resources that are available. The working group would help the Board process the issue in a larger context of moving forward with student housing development. The makeup would likely be more internal, with some outside input as well. President Claire said he believes the District also needs to hire a consultant as it moves forward on the development of student housing. He said he would also like to bring back the idea of establishing a position because there is not sufficient staff to focus on the issue.

Trustee Nuris said much information has been provided and discussed at this meeting. He said he would like the Board to be provided with a written report with recommendations and then have the Board take the issue up again and prioritize, add and enhance goals. Trustee Mandelkern asked when this report could be provided and if it will include timelines for each recommendation. Vice Chancellor Bailey said it could be provided within the next 30 days.

DISCUSSION OF CALPERS VESTING REQUIREMENTS AND ACTIONS TAKEN BY THE BOARD IN JUNE 2015 (19-9-4C)

David Feune, Director of Human Resources, said that at recent Board meetings, there were references to prior District actions regarding retiree benefits. As a result, the Board has requested staff to provide information on the CalPERS vesting schedules that were approved by the Board in June 2015 and implemented with CalPERS effective January 1, 2016. Mr. Feune said that under the agreement with the CalPERS Health Plan System at that time (2015), the District was required to pay a monthly contribution toward the medical premiums of all PERS and STRS retirees regardless of the negotiated benefit tiers that are in the collective bargaining agreements. He said the resolutions that the Board approved aligned the language in the collective bargaining agreements with the CalPERS system.

President Goodman said this issue was raised at two separate meetings and the Board wants to provide an appropriate time for anyone who has concerns to engage in conversation.

Trustee Holober said one driving issue was equal treatment of rank and file employees and executives. He said he believes the Board needs to discuss as a policy matter whether new executives should be given special dispensation and treated as if they were hired 25 or 30 years ago when they are being hired today. He said he believes the Board should make a policy decision rather than dealing with negotiating one executive contract at a

time. Trustee Holober said the Board does not get involved in negotiating contracts beyond knowing the salary schedules and Board members were not in the habit of reading the contracts line by line. He said that since the issue has come to the Board's attention, he believes it is appropriate to determine whether it is a policy the Board wants to change.

Trustee Mandelkern said he believes that if there is a recommendation to grant benefits to which a retiree on the surface would not be entitled, it would be preferable to have a discussion prior to the person's retirement rather than finding out about it when it is noted on the personnel report. He said he always comes down on the side of treating people fairly and equally across all categories in the District. He said the collective bargaining agreements provide for certain retirement benefits and he believes that people in those units who have earned the benefits are entitled to them and those who have not earned the benefits are not entitled to them. He said this is why the Board adopted the resolutions. Trustee Mandelkern said he does not understand why executives who have not worked to the extent they should in order to earn retirement benefits are treated as if they were hired earlier and are receiving benefits to which ordinary employees are not entitled. President Goodman agreed, saying the issue is the existence two systems. In one system, administrators are being paid at a higher rate and are being given the ability to negotiate additional benefits. In the other system, classified staff are paid at a lower rate and do not have the opportunity to negotiate additional benefits.

President Goodman asked how many classified employees were adversely affected by the action taken by the Board in 2015. Mr. Feune said those affected were a mix of faculty, classified staff and administrators and he would have to review the data to determine how many were classified staff. President Goodman asked to receive information on the makeup of the group, how close they were to being eligible for retirement benefit in terms of years of service, and whether they had years of service in another district. He said the Board should then discuss whether it is appropriate to revisit the decision.

Trustee Holober provided the history of the 2015 decision. He said that lifetime health benefits were granted to all employees before any of the current Board members were serving on the Board. Because the costs were escalating, benefits were capped in the late 1980s or early 1990s and later in the 1990s a third tier was created that capped benefits even further. However, the Board did not pass the necessary resolutions to send to the PERS system. After about a decade, it was brought to the Board's attention that they adopted a policy but did not adopt the resolutions. Therefore, the Board adopted the resolutions in 2015. This created a great deal of turmoil because people had expectations based on practice but not on policy.

Vice President Schwarz said the Board's action in 2015 was very painful because it affected 79 employees. She said the Board postponed it a few times but finally had to make the correct decision to clean it up. Trustee Mandelkern agreed that it was a very difficult discussion but he believes it was the correct decision because it was honoring the terms of the contracts.

Vice President Schwarz said contracts with executives are a separate issue. She said the Board did hear about some of the contracts. She said she believes that negotiating the contracts was done with the good intention of trying to hire the best people, but she agrees the policy needs to be corrected going forward. Trustee Mandelkern said he also will not question the intentions. He said that the Board learns from its mistakes and learns to do better going forward. He said he would like to be informed about how many executives' starting dates have been modified for the purpose of benefits.

Trustee Nuris said it appears that the Board agrees the practice should not continue and that a policy is needed. However, he questioned the need to go back and get a list of executives who have received benefits that on the surface were not earned. He said that if the contracts were negotiated in good faith and nothing can be done about them at this time, he believes the Board should simply move forward with a new policy. Trustee Mandelkern said he would like to know the extent of the issue. He said that if it has been pervasive across one category of employees, the Board might want to consider extending it to other groups of employees to make it more equitable. Trustee Nuris said he is hearing from the Board that this is not a good practice and he said he does not believe the Board would want to perpetuate the practice among other groups.

President Goodman said that getting more information would help the Board decide whether to consider any remedy for any of the 79 employees affected by the 2015 Board action. Trustee Mandelkern agreed, noting, for example, the issue that employees are not given credit for years of service at another district. Trustee Holober said the District is not required to provide any level of benefits. He said that in the past, employees were given lifetime benefits and that was modified due to costs. He said the Board may choose to revisit the issue but he is not interested in revisiting it. Juanita Celaya, CSEA 1st Vice President, said there were actually 46 employees who were affected. Of those, 43 were classified, five were administrators, eight were survivors of employees, 19 were certificated, and 1 was unknown. President Claire said staff can provide information on the 76 employees and how many years of service they had if that is of interest to the Board. He said the one thing the Board did agree on is that they would like information on how many executives' contracts were modified. Vice President Schwarz said the information should address current employees. Mr. Feune said he will gather the information on administrator contracts. Annette Perot, CSEA President, said the issue was brought up as a matter of equity.

DISCUSSION OF MODIFICATIONS TO CHANCELLOR SALARY SCHEDULE (19-9-5C)

Mr. Feune said the Board requested that staff compile chancellor salary information from the Bay 10 districts to assist the Board in its reevaluation of the chancellor salary schedule. He said the first page of the attachment to the board report shows all of the Bay 10 districts and the second page shows only multi-college districts. Included are minimum annual salary, salary steps if there are any, maximum annual salary, additional compensation, and maximum total compensation. Mr. Feune said he believes the focus should be on the Foothill-DeAnza District because it is the District's neighboring multi-college district. He said the San Jose-Evergreen and West Valley-Mission Districts recently completed chancellor searches and individuals seeking a chancellor position in the area will be looking at those salaries. Mr. Feune said it is important to have a gap between the presidents' salaries and the chancellor's salary so that there is a natural progression. He said the top salary for a college president in the District is currently \$297,000.

Trustee Holober said he sees this as a moment in time, with a new CEO, to look at a number of practices. He said he believes it is a good idea to conduct a more comprehensive survey of administrator and executive salaries in the District by an independent, Board selected expert to see where the District fits in comparison with other districts in the area. He said he believes that over a number of years, there has been a dramatic escalation in executive salaries overall compared to wage increases for the rank and file, not through increases in percentages but through reclassifications. He said there have been many reclassifications. He said this is a way of taking someone from one salary and changing their title, with some rationale in change in duties, to ratchet them into a different echelon. He said he believes this is a good time to examine this entire practice and examine the history behind it. He said there is great disparity between what has occurred at the top versus what has occurred for the 99 percent. He said there might be some legacy deals that the Board may not want to undo, but the Board may not want to continue the escalation. He said he would like to see the District get back into the same orbit as other districts.

Trustee Holober said the information provided on the Bay 10 districts is helpful, but does not include the size of the districts. He said he would like to see these data included. He noted that the Peralta Community College District has also gone through a chancellor search recently.

Dr. Michael Reiner, a resident and registered voter of San Mateo County, said he attended the public meeting during which the Board interviewed consultants from three search firms to assist in the chancellor search. He said he is pleased that the Board took the advice of the consultants to examine salaries of other chancellors in the Bay Area to determine what would be appropriate. He said that when asked about starting salary, one of the consultants replied that the District will need to pay what it paid the former chancellor, \$467,700. He said one trustee said the chancellor must be paid well because it is very expensive to live in the Bay Area. He said Dr. Tim White, Chancellor of the California State University System, has a base salary of \$449,529 and according to Transparent California, the salary of the chancellor of San Francisco State University is \$432,830. Dr. Reiner said the District's former chancellor's salary in 2013 was \$291,876 and increased by 60 percent over five years to \$465,700. He said that as a resident who believes in accountability and oversight, he would encourage the Board to not negotiate a new chancellor's contract themselves, but to hire an employment attorney to do so. He said it is important to make sure comparisons are based on total salary which includes base salary, other compensation and benefits.

Trustee Mandelkern asked when the Board is scheduled to select a search firm. President Goodman said this will be on the agenda at the next meeting. Trustee Mandelkern said he disagrees with the comment by one of the consultants that the former chancellor's salary should be the starting point for a new chancellor. He said he believes that 20 years of accrued increases is not what an organization should start with when a new employee is being hired. Rather, the organization should look at market competitive rates. Trustee Mandelkern said he agrees that the data comparing other districts should include the size of the districts. Trustee Nuris agreed. He said that working with the consultant, he believes the Board can determine reasonable numbers.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Chavez said he had the opportunity to join a committee at College of San Mateo geared toward LGBTQ Safe Zone training. He said that being part of the committee, as well as recalling the equity plans presented at a recent Board meeting, showed him that the District is doing the right things.

Trustee Holoher, addressing comments made during Statements from the Public on Non-Agenda Items regarding Cañada College Building 1, said his concern is that as the building gets further along in being built, it controls what may possibly be done regarding reconfiguration of the building. He said he is very concerned, having met with some employees of Cañada College, that while taking much time to deliberate, it could get to a point where the building is already built and cannot be changed. He said he considers this an urgent issue and if there are changes that might result from hearing input, it is essential to move quickly.

Trustee Mandelkern said he is pleased that the Board is continuing to discuss housing for students and is considering both short-term and long-term solutions. Trustee Mandelkern said he attended the ribbon cutting ceremony for the Environmental Sciences building at Skyline College. He said it provides a fabulous learning space for students.

Vice President Schwarz said she attended the forum on Building 1 at Cañada College. She said there were disgruntled employees who are concerned about the building, but she believes the presentation was well done and she is encouraged to hear that the dialogue will continue. She said could feel that the situation with interim positions and many changes in personnel and have taken a toll.

Vice President Schwarz said she attended the ribbon cutting ceremony for Building 12 at Skyline College. She said it is a wonderful space for students and employees. She said that among the many accolades expressed at the opening, there was one person who was not acknowledged. She said the vision of Chancellor Ron Galatolo is the reason the building is there. She said she wants to go on record that she appreciates what he had to do with the building, which has shone brightly. Vice President Schwarz said she believes it was disrespectful not to acknowledge Chancellor Galatolo.

Trustee Nuris said he attended the ribbon cutting ceremony for Skyline College Building 12 and it is a building that will serve students well. He said he also appreciates the fact that it will be shared by the community. He said the education component is the primary focus but it will also be something of which the community can be proud. He said it will provide a link between the greater North County and Skyline College. Trustee Nuris said the building balances education and use by community residents who have also paid for it with their taxes. He said he sees this as an advantage to the District as more people will see what the college is doing. He said he believes this is something the District should keep in mind when constructing new buildings.

President Goodman said he attended the ribbon cutting ceremony for Skyline College Building 12. He said the building provides great opportunities for students. He said he hopes the Board will continue to consider looking at how the District is charging clubs and programs within school sites to use spaces and to make sure the District is not taking program fees, which are probably restricted dollars, putting them in as a fee, and then using them again as unrestricted dollars. He said he does not want to lose sight of the "why" for Building 12; he said the why is not to be a money maker for the District but is to provide a state-of-the-art facility for students and, in addition, to provide space for taxpayers as a community benefit. President Goodman said he believes students and programs should have the right of first refusal to use the space and it should not be at an escalated cost as it is currently. He

said he hopes that at some point, the Board can revisit some type of uniform pricing schedule and make sure that non-profits and other entities have access to the space at a discounted rate.

RETURN TO CLOSED SESSION

The Board returned to closed session at 9:25 p.m. to continue consideration of the items listed on the printed agenda.

RECONVENE TO OPEN SESSION/ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

The Board reconvened to open session at 10:40 p.m. President Goodman said the Board took no action during closed session.

ADJOURNMENT

The meeting was adjourned by consensus at 10:43 p.m. in memory of Pat Tyler and Phil Egan.

Submitted by

Michael Claire, Secretary

Approved and entered into the proceedings of the October 23, 2019 meeting.

Karen Schwarz, Vice President-Clerk

BOARD REPORT NO. 19-10-2C

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff, 574-6510

**CONTEMPORARY CONVERSATION REGARDING RACE, CLASS,
GENDER, PRIVILEGE AND EQUITY: UNDOCUMENTED STUDENT ACTION WEEK**

Over the course of the last two and a half years, the Board and the District have had focused conversations relating to race, class, gender, privilege and equity. The foundations of these conversations are manifested in the District's Strategic Plan and facilitated across the campuses in classrooms, programs, curriculum, policies, trainings and general awareness and actions.

The Board will continue this conversation with a discussion of contemporary issues relating to race, class, gender, privilege and equity. In particular, the Board will receive an update on activities from the Undocumented Student Action Week (October 14 – 18, 2019).



President's Report to the Board of Trustees

Dr. Jannett Jackson



Environmental Science Building Opens with Ribbon Cutting Event

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

Environmental Science Building Opens with Ribbon Cutting Event



After two years of construction, the brand new Environmental Science Building at Skyline College is now open!

Over 400 people celebrated the momentous occasion at a ribbon cutting event on Tuesday, September 24 that hosted elected officials from across the region, local community leaders, faculty, staff and lots of students. The energy in the room was palpable as attendees conducted self-guided tours to learn about the environmental design of the building and check out the state of the art classrooms and learning resources.

The zero-waste grand opening event ensured that no waste was sent to landfills, thereby embodying the spirit of social and environmental justice at the heart of the building's mission.

Speaking to all in attendance, Interim President Jackson stated, "This college has always striven to be at the forefront – to push against the status quo – and move our institution forward together... This Environmental Science Building stands as a symbol of that legacy."

The Environmental Science Building project was years in the making as teams from the district's Facilities Planning, Maintenance & Operations' Division and Skyline College worked closely with DES Architects to determine what was needed in this new space and how it could best serve students and our community. From

there, a beautiful design was born and the construction planning set in motion with XL Construction. And slowly, but surely, the building rose up from Vista Point as hundreds of individuals worked countless hours to make it happen.

Dr. Jackson concluded her remarks with a look to the future:

"The Environmental Science Building or Building 12, is about looking to the future. It quite literally encourages us to look to the horizon and the world beyond this campus. And, it encourages us to think big and dream even bigger."

Article by Connor Fitzpatrick | Photo by Scott Buschman

ACCJC Peer Review Team Visits Campus



There was a lot of excitement around campus as the accreditation peer review visit took place on September 30th to October 3rd. Eight representatives from other California Community Colleges, plus Dr. Richard Winn, President of the Accrediting Commission for Community and Junior Colleges (ACCJC), met with dozens of individuals across the campus, including students, faculty and staff. The visit went very well, and Skyline College received a great deal of positive feedback.

So what happens next? The peer review team will submit its "External Evaluation Team Report" to the ACCJC, a 19-member decision-making body. This body will meet in January 2020 to determine the accredited status of

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

all the colleges reviewed during the current cycle. The Commission will communicate its decision to Skyline College via an action letter, approximately 30 days after the January meeting.

While the College must wait until February 2020 to read the official report, celebrations may commence with the culmination of a monumental self-evaluation and reflection process over the past two years. Hundreds of Skyline College community members contributed to this process and should take great pride in their role.

Accreditation Tri-Chairs Michele Haggar, William Minnich and Karen Wong, along with Chief Editor Nancy Kaplan-Biegel and Evidence Manager Belinda Chan spearheaded the highly praised Institutional Self-Evaluation Report (ISER).

Article by Ingrid Vargas | Photo by Zaw Min Khant

High School Partners Breakfast



The Outreach Office hosted the annual High School Partners Breakfast at Skyline College on September 20, 2019.

The breakfast attendees included 30 high school counselors, administrators and district representatives from the Jefferson Union, South San Francisco and San Mateo Unified High School Districts. Representatives from charter high schools in San Francisco were also in attendance to hear Skyline College’s program updates, new initiatives and intentional programming for transitioning high school students.

After a warm welcome by Dr. Angélica Garcia, Vice President of Student Services, and Will Minnich, Dean of Enrollment Services, Katrina Pantig, Program

Services Coordinator for Student Equity and Support Programs, spoke about campus’ efforts in approaching equity, including equity-related professional development opportunities such as the Equity Institute for external constituents.

Dr. Luis Escobar, Dean of Counseling, Advising and Matriculation, introduced the “Getting In” components of the college’s redesign, including the High School Liaison Program, the new-student counseling experience and the annual Preview Day that introduces Meta Majors to incoming students.

Attendees were provided with Skyline College reference binders containing information about the college, Meta Majors, degrees and certificate programs, campus resources, student support programs, step-by-step instructions on how to apply for financial aid, concurrent enrollment and more. High school partners were also given posters to display at their high schools with upcoming events particularly for incoming students.

Based on survey results, attendees highly rated the breakfast and agreed that it was “simply informative” with a 100% response rate of “very likely” to attend the event again in the future. One partner commented, “the breakfast was greatly put together and we’re so appreciative of everything that Skyline College does for their students”.

The breakfast agenda also highlighted the Promise Scholars Program, Financial Aid, Concurrent/Dual Enrollment, Career Pathways, the Disability Resource Center and Dream Center.

The Outreach ambassador team, facilities members, and presenters were Ellen Murray, Suzanne Poma, Patricia Flores, Bianca Pineda, Kelly Li, Melissa Matthews and Pamela Ortiz Cerda. Strategic Partnerships and Workforce Development sponsored the breakfast.

The next High School Partners Breakfast will be held fall 2020.

Article by Jeremy Evangelista-Ramos | Photo by Grace Beltran

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

Middle College Students Attend Global Youth Climate Strike



On September 20, 2019, Middle College students responded to the call for action from youth activists around the world to attend the Global Youth Climate Strike. 30 juniors and seniors from Middle College marched and spoke their minds at the Youth-Led Climate Strike in downtown San Francisco. Over 40,000 people attended the rally in San Francisco with over four million participating worldwide.

Middle College student Amadea Manalili is a student activist who helped organize her classmates to attend the protest. She said, “The rights to our land are being challenged by massive institutional systems such as colonialism and consumerism. The issue is all encompassing. Solving climate change would solve so many other problems as well.”

When asked how attending the march felt, she replied, “It was awesome. Uniting. Being a part of something that everyone in the world was taking part in was an experience that I cannot describe. I became aware of a sense of cooperation and solidarity with the entire human race as an organism sharing space in a sensitive ecosystem.”

For many Middle College students, this was their first exposure to taking direct public action. Having the opportunity to use their voice and express their concerns about the threat of climate change was an empowering and impactful experience.

The protest action was contextualized within the curriculum at Middle College through service learning

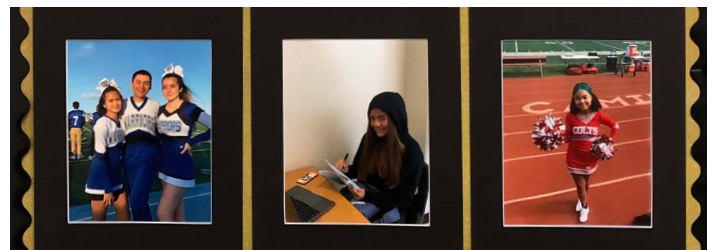
pedagogy. Students first learned about the protest from a speaker with the Youth vs. Apocalypse movement who visited Middle College on September 13th to discuss their movement’s platform, agenda and planned actions. Following the protest, Middle College juniors considered the historical precedent of competition for scarce resources in their U.S. History class with a modern day reflection assignment, and the seniors explored how to turn their raised awareness into action with a workshop and brainstorming session on the Just Transition framework.

This action comes at a pivotal moment in the climate justice movement. The massive social movement that the students contributed to was recognized globally by the United Nations at the Climate Action Summit, held on September 23rd. Speaking at the summit, youth climate activist Greta Thunberg echoed the concerns of many students when she said, “We will not let you get away with this. Right here, right now is where we draw the line. The world is waking up. And change is coming, whether you like it or not.”

An exhibit of student photographs and protest signs from the march is on display at Skyline Middle College, located on the third floor of Building 2.

Article and Photo by Timothy Rottenberg

Middle College Back to School Night



On September 24, 2019, the Middle College at Skyline College hosted a Back to School Night for parents and students.

32 parents, 21 current students, four alumni, SSFUSD Board of Trustee Pat Murray and SMCCCD Board President Maurice Goodman joined Middle College

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

faculty, staff and administration to highlight the program. Parents had the opportunity to meet with their students' teachers and learned about the Middle College program as well as upcoming events for parents and students.

The Strategic Partnerships and Workforce Development Division, Outreach and the Bookstore donated to the raffle held at the end of the night.

Article and Photo by Chris Gibson

Five Trojans Named to Academic All-State Team

Five Skyline College student athletes have been named to the California Community College Athletic Association (CCCCAA) Academic All-State Team for fall 2019. The student athletes are:

- Genevieve McVanner Rogers, Women's Soccer
- Sierra Olsen, Women's Soccer
- Alejandro Verdin, Men's Soccer
- Makaena Gee, Women's Volleyball
- Janice Luong, Women's Volleyball

The criteria for nomination are:

- Participation in an intercollegiate sport during fall 2018 or earlier.
- Successfully completing 24 or more units starting with their first participation through summer 2019.
- Achieving a cumulative GPA of 3.5 or higher for all units attempted from their first participation through summer 2019.

Students nominated are automatically selected to the All-State Team once the CCCCCAA confirms that all the criteria have been met. Congratulations to these deserving students on their wonderful accomplishments both in the classroom and on the court, field and mat.

Article by Joe Morello

Administration of Justice Student Awarded \$2,000 Scholarship by Daly City Police Athletic League



Skyline College Administration of Justice student, Orlando Rodriguez, was awarded a \$2,000 scholarship on July 29, 2019 at the 2019 DC-PAL fundraiser banquet held at the Pomeroy Center in San Francisco. Orlando was recognized by the Daly City Police Department's Police Athletic League (P.A.L.) Organization for his educational and community achievements while pursuing his career aspirations in the fields of law enforcement and criminal justice. A second award was made to Rolando Barba who is attending San Jose State University (SJSU).

The Daly City PAL, a partnership involving community leaders and the Daly City Police Department, is a volunteer organization dedicated to supporting, inspiring, and helping young people to become healthy, social, and caring individuals through athletics since 1957. ADMJ Professor Steve Aurilio, who is a member of the Daly City PAL board, instituted the Daly City PAL Educational Foundation (PAL-Ed) in 2007 as an auxiliary component of the PAL organization to help provide financial assistance to career-minded students who are interested in the justice field. This year's is the fourteenth scholarship to be awarded to a Skyline College Administration of Justice student.

To qualify, students must be interested in a criminal justice career and either be a graduating high school senior or enrolled in a college Administration of Justice Studies Program. They must also have a qualifying GPA, have performed community service work and undergo an interview.

Article by Steve Aurilio

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

Coastal Cleanup Day



On September 21, 2019, Skyline College joined the Pacific Beach Coalition and community members at Linda Mar Beach in Pacifica to participate in California Coastal Cleanup Day 2019.

Students from TRiO, the Women’s Mentoring and Leadership Academy (WMLA) and the Proficiency in American Culture and English (PACE) Learning Community as well as members from faculty and administration met on a beautiful Saturday morning and spent two hours picking up trash in the area surrounding Linda Mar Beach. The group also picked up more than 100 cigarette butts as they pitched in for a cleaner community.

Article by Chris Gibson | Photo by Chris Mraz

Forensics Team Wins Big at Season Opener!



The Skyline College Forensic team competed in the Golden Gate Season Opener tournament that spanned over the course of three consecutive days. 23 schools from across the Bay Area, Southern California,

Oregon and Nevada participated in one of the largest intercollegiate speech and debate tournaments hosted by San Francisco State University. Students had the opportunity to showcase talents in over 15 different categories of speech and debate events. The community welcomed the Skyline College Forensic team with open arms and were excited to add an additional school to the Northern California Forensics Association.

Trojans competed in team debate on day one. The team of Isabella Perez and Joedel Penaranda competed in five preliminary rounds. The team of Benjamin Gao and Zane Chang advanced to elimination rounds and finished the tournament as finalists, taking 1st place in the novice parliamentary debate category. Benjamin Gao finished in the top 10 speakers for the novice division placing 3rd.

On the second day, two students competed in individual debate: Dianne Argueta competed in three preliminary rounds. Joedel Penaranda advanced to elimination rounds, and placed in the top 25% of the field earning bronze.

On the last day, students Dianne Argueta and Eduardo Unisa competed in individual events. Both students competed in *Impromptu* where they are given a random prompt or quotation and have only two minutes to prepare a five minute speech.

Traditionally tournaments will hand out actual medals and trophies, but SFSU awards students with succulents and plants, emphasizing sustainability and attempting to limit plastic consumption and waste while representing growth. Students who compete in forensics are pushed to expand research, analytical and performative skills.

Language Arts Dean Chris Gibson, Communication Studies Professors Joann Babin and Sage Russo came out to support the students.

Article by Lindsey Ayotte

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

Students Create and Celebrate Filipinx American History Month Mini-Museums!



Two mini-museum displays curated by the students of the English 103: Pilipinx Cultural Night (PCN) class are available for viewing beginning on Tuesday, October 8 until Thursday, October 31. The national theme for this year is “Pinay Visionaries – Celebrating Filipina American Women” as determined by the Filipinx American National Historical Society (FANHS).

Two displays created entirely by students is available for viewing:

The display at the Library entrance in Building 5 features contemporary artists, cultural objects recommended books and movies and Filipino tribal designs. Also featured are two interactive elements: a ‘Flip the Script’ section that allows viewers to learn the indigenous alphabet called Baybayin, and QR codes linking viewers to Pinay rappers’ music videos and educational websites with further information.

The display at the Student Life office in Building 6 features photographs and micro interviews featuring Pinay tattoo artists and their art, as well as Pinays with personally meaningful tattoos and batok. Also featured are photos of Skyline College staff and faculty: English Professor Liza Erpelo, Counselor Kim Davalos, College of San Mateo Counselor Doris Garcia and Student Life Manager Alvin Gubatina.

The displays were made possible by organizers Pia

Walawalkar, Alvin Gubatina, Ryan Samn, Liza Erpelo, the Kababayan Learning Community, and students Alexa Julaton, Marianne Millena, Ysabelle Nazareno, Michael Sagum and TA/Fulbright Fellow Joedel Penaranda.

Article and Photo by Janice Sapigao

BAEC Hosts Delegation from Republic of South Korea



On September 4, 2019, the Bay Area Entrepreneur Center (BAEC) welcomed a delegation of esteemed public officials and entrepreneurs from the Republic of South Korea to discuss the unique programs and initiatives at Skyline College and throughout the District. The delegation was received by BAEC staff, the Business Education and Professional Programs Division, the Global Learning Programs & Services Division and Enterprise Operations at both Cañada College and College of San Mateo.

The meeting featured an engaging discussion about the spirit of entrepreneurship and the importance of access to hands-on resources for students and members of the college community. The group also listened to presentations that highlighted robust international student offerings and opportunities for future partnerships. BAEC was one stop on their visit, as part of the U.S. State Department’s premiere International Visitor Leadership Program, where the distinguished group set out to learn more about the future of the U.S. – Korea Free Trade Agreement. BAEC appreciates the opportunity to participate in international relations as visits such as this furthers our commitment to empower and transform a global community of learners.

Article by Pcyeta Stroud | Photo by Sam Panganiban

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

CTTL Shines at Zero Textbook Cost Degree Summit



On September 6, 2019, The Skyline College Center for Transformative Teaching and Learning (CTTL) presented at the Zero Textbook Cost (ZTC) Degree Summit the results of a grant-funded project to make the A.S. in Respiratory Care a ZTC degree program. Ame Maloney, Faculty Services Librarian, and Bianca Rowden-Quince, Instructional Designer, provided quantitative and qualitative measures to illustrate the impact the 22 ZTC courses associated with the A.S. in Respiratory Care have had on Skyline College students.

The courses developed under this grant include seven prerequisite courses and 15 core courses in the Respiratory Care Program. Having launched the ZTC-enabled program in 2018, three-year projections estimate that 223 sections will be offered because of this project, impacting nearly 5,500 students and saving these students more than \$1.35 million.

ZTC has been successful at Skyline College, according to Maloney and Rowden-Quince, because of the synergy of support resource development, resource adoption and amplification of the pedagogical benefits of teaching and learning through open education resources. This strength was echoed by a student who, upon completing some of the Respiratory Care coursework, stated, “ZTC is an amazing system just based upon accessibility and reduced cost. College is already so expensive and the cost of some textbooks, especially ones used in science, is outrageous. I really like ZTC and feel it’s just a matter of getting used to the format.”

There are ample opportunities for Skyline College faculty to get engaged with ZTC and create, edit and apply open education resources in their courses. The ZTC Task Force is accepting 2019-2020 academic year applications for support in transitioning courses to a zero textbook cost model.

Article and Photo by Rolin Moe

Partnering for Empowerment



On Friday, September 30, 2019, the Learning Center (TLC) collaborated with Health Services to host its first-ever ongoing training centered on developing trauma-sensitive academic support services. Led by personal counselor Perry Chen, over 50 student employees and TLC staff members joined to learn about and understand the effects of trauma. Chen’s workshop material covered the basics of trauma, examples of what to do when working with students who have experienced trauma, and how to navigate conversations about trauma. In addition, TLC staff learned more about how to connect students to mental health and other resources both on and in the local community.

The idea of incorporating trauma-informed practices into current services came as a direct result of Learning Commons staff participation in Skyline College’s Equity Training Series (ETS) in Spring 2019. During ETS, staff participants from the Learning Commons resolved to evolve programs and practices with a trauma-sensitive lens.

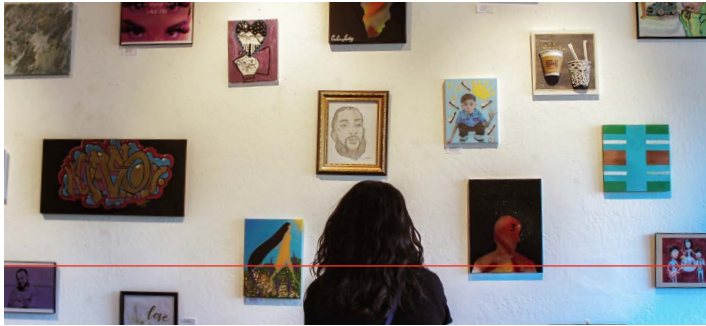
The Learning Center provides authentic employment experience and professional development opportunities for numerous student employees and staff.

Article by Josh Lindo | Photo by Chelssee De Barra

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

CIPHER Hip Hop Learning Community Takes Over Kizler Coffee



The Center for Innovative Practices through Hip Hop Education & Research (CIPHER) Learning Community celebrated the opening reception of their Visual Art Gallery titled “Way Back Home” at Kizler Coffee in Pacifica on October 5, 2019. CIPHER students from Counseling 100 and English 105 produced artwork that centered around their understanding of identity and intersectionality, and their definitions of home and community.

The opening reception was a huge success; students, faculty, administrators and community members came to celebrate student stories and experiences through art, music and live performances.

The HTM 140: Event Planning class led by Soledad McCarthy transformed the coffee shop into a CIPHER Visual Art Gallery and provided the food for the evening.

“I had this amazing feeling that the night at Kizler gave students and even guests a breakthrough. That night, as well as the place itself, will be memorable for everyone because that is where they began to pursue their dreams and passions,” said CIPHER student Nhikkie Sagum.

“I learned by being part of this Visual Art Gallery that if I give myself a chance to begin something and to be someone, I give myself a better chance at being successful,” said CIPHER student Marge Cruz.

The CIPHER Visual Art Gallery is open to the public from now until the end of November at Kizler Coffee located at 330 Palmetto Avenue, Pacifica, CA. Some

of the artwork are also on sale. Another reception in November is being planned to showcase more art and live performances by students.

The event was made possible by Josh Kizler, owner of Kizler Coffee; Nicole Orellana, CIPHER student/Kizler Coffee manager; Soledad McCarthy and her HTM 140 class; Grace Beltran, Janice Sapigao and Webster Cruz who created the beautiful mural; Sarina O’Gilvie and the volunteers. Russell Waldon, Dean of Global Learning Programs and Services, gave the warm welcome remarks. Michael Kane, Dean of Business, Education and Professional Programs Division, and Chris Gibson, Dean of Language Arts, came to show their support for the students.

Article by Nate Nevada | Photos by Tia Samn

Global Internship Summer 2019 Cohort Shares their Experiences Abroad



On August 16, 2019, students who participated in the Summer 2019 Global Internship Program shared their experience interning abroad for two months with students, faculty, staff and members of the community. The event was held in the Bayview Alcove at the College of San Mateo.

In support of goals to internationalize the educational experience, the San Mateo County Community College District (SMCCCD) Study Abroad Office offers students from Skyline College, Cañada College and

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

College of San Mateo the opportunity to participate in two-month academic internships around the world in a variety of fields such as business and marketing, engineering, health sciences, communications, computer science, social work and more. This past summer, 19 students interned in the following cities around the world: Santiago, Prague, Dublin, Madrid, Cape Town, Hong Kong, New York, and here in the San Francisco Bay Area.

In addition to hands-on learning in supervised, academic internships, students enrolled in a 3-unit Skyline College course—Global Identity and Professional Development—taught by Skyline College Sociology Professor Rika Fabian. This course was designed to provide global interns a structured opportunity to understand, reflect on, and articulate their multi-layered experiences in their host country, as well as to develop their professional portfolio. Michelle Pineda, a student at Cañada College who interned at Be Madrid this summer, explained that she “became more confident with [her] career aspirations, gained international connections, and real-life experience.”

Many students who participated in the SMCCCD Global Internship Program received scholarships toward their program fees, made possible by the generous support of the Skyline College President’s Innovation Fund and the California Community Colleges Strong Workforce Program.

Skyline College student Jaron Dow, Cañada College student Martov Alvarez, and College of San Mateo students Aaron Wilson and Malik Griffin, all received the U.S. Department of State’s prestigious Benjamin A. Gilman International Scholarship to participate in the Global Internship Program.

The Global Internship Program is a part of SMCCCD Study Abroad, housed in the Global Learning Programs and Services Division at Skyline College.

Article and Photo by Stephanie Wells

Study Abroad Program Prepares to Send Students to Barcelona, Spain



On August 17, 2019, the San Mateo County Community College District (SMCCCD) Study Abroad Program participated in the Northern California Study Abroad Consortium (NCSAC) Pre-Departure Orientation at Diablo Valley College in Pleasant Hill. The orientation was in preparation for students’ upcoming semester abroad in Barcelona, Spain. SMCCCD sent 13 students to Barcelona for the Fall 2019 semester as part of a cohort of 88 students from the consortium. Faculty and students departed for Barcelona on September 7, 2019 and will return December 6, 2019. Other participating districts include Contra Costa Community College District, Los Rios Community College District and Santa Rosa Junior College. The program is offered in partnership with the American Institute for Foreign Study (AIFS). SMCCCD has participated in the consortium since 1986.

This fall semester, students in the program will have the opportunity to take courses in Spanish, Linguistics, History, Biology, and English. Cañada College Spanish professor, Monica Malamud, will teach four courses in Barcelona: Intro to Linguistics, Spanish Conversation through Film, Spanish for Heritage Speakers, and Spanish Life and Culture. Students enrolled in her courses have expressed excitement to improve their Spanish while being immersed in the language and culture of Spain. Malamud has arranged to hold many of her classes inside the museums of Barcelona.

Leila Rofii from College of San Mateo received the prestigious U.S. Department of State’s Benjamin A. Gilman International Scholarship and the AIFS

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

Ambassador scholarship. Lucia Moock and Rodrigo Cuellar from Skyline College and Christopher Knoblock from College of San Mateo were selected to receive scholarships from AIFS. As part of their scholarships, they will share their experiences in Barcelona with fellow students when they return to campus next semester.

SMCCCD Study Abroad is the district-wide study abroad program housed in the Global Learning Programs and Services Division at Skyline College.

Article and Photo by Stephanie Wells

International Student Program (ISP) Hosts New Student Welcome Bonfire!



The International Student Program (ISP) hosted a welcome bonfire for all students at Ocean Beach in San Francisco on August 30, 2019. The event was attended by Russell Waldon, Dean of Global Learning Programs and Services, ISP staff and students both domestic and international.

As students gathered around the firepit, Wissem Bennani, Program Manager for ISP, kicked off the event by lighting the bonfire. Students were then introduced to the ultimate bonfire snack, s'mores! It proved to be a hit as students kept coming back for more of the sweet treat. Students bonded over playing soccer, taking photos and music. Despite the initial grey skies, it became the perfect weather for a bonfire. Soon, the sun began to set, and students gathered one last time to watch it go down, taking numerous photos of the beautiful sunset.

The next ISP event will be its signature fall event, International Education Week, from November 18-21, 2019. The ever-popular International Food Festival will be held during that week as well.

Article and Photo by Clair Yeo-Sugajski

The Learning Center Open House Welcomes Hundreds



On August 28 and 29, 2019 the Skyline College Learning Commons (Learning Center & Library) welcomed hundreds of students for its second bi-annual Learning Commons Open House and Tour Week. The campus community was invited to learn more about Learning Commons programs and services as well as meet representatives from programs housed within the Learning Commons.

Visitors received personalized tours of the Learning Commons spaces and programs and were invited to have complimentary refreshments. Over 600 students participated in the group tour experience. Over 200 other students, staff, and faculty also stopped by to say hello and grab a treat.

The Learning Commons will host another Learning Commons Tour Week for the Spring 2020 semester from January 27-31. As always, requests for tours before or after these dates are welcome and accommodated.

To view all photos from the event, please visit: tinyurl.com/LearningCommonsOpenHouseDays

Article by Chelssee De Barra and Marisa Thigpen | Photo by Maya Thigpen Carmody

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

Engineering Students Receive Prestigious Scholarship for Women in STEM



Over the summer, Skyline College students Christal Nevarez and Marie Kyla Perez were awarded the Marie A. Calderilla Scholarship from the Silicon Valley Community Foundation. They will both receive up to \$15,000 over the course of three semesters.

Both Christal and Marie are role models for STEM students at Skyline College. They are active members in student-driven engineering communities including MESA (Math Engineering Science Achievement), and the Engineering and Technology Scholars Learning Community.

Christal (pictured right) is pursuing Environmental Engineering. She is a Peer Instructional Leader, tutoring and leading Academic Excellence workshops designed to enhance the learning experience in STEM courses and increase academic engagement and success for concurrent students in calculus, accelerated trigonometry and pre-calculus. Serving as President of Skyline College's Women and Science and Engineering Represent! (WISER!) club, Christal has led workshops and group discussions to empower her fellow female STEM students.

Marie (pictured left) is studying Computer Science and works as a student assistant for the Skyline College Office of Marketing, Communications and Public Relations (MCPR) where she designs promotional materials and helps manage Skyline College's website content. Marie recently participated in the Study Abroad Program, which brought her to Brazil where she studied the Brazilian roots of hip hop. She is also Commissioner of Publicity for the Associated Students of Skyline College (ASSC).

The scholarship aims to enable women to pursue courses of study that they would otherwise be unable to due to limited financial means. Up to 15 scholarships are given annually to female students pursuing their first undergraduate degree or certificate program, graduating high school senior or returning student planning to attend a college in the San Mateo County Community College District (Cañada College, College of San Mateo, and Skyline Community College) and must demonstrate financial need. The selection committee looks for academic promise, women who have demonstrated that they are committed to obtaining an education, and personal characteristics such as honesty, good judgment and perseverance. This program was established in 2007 through a generous gift from Marie A. Calderilla who believed deeply in the importance of education.

Article by Maryam Khan

Biotechnology Conference Drives Partnerships



On September 28, 2019, Skyline College Biomanufacturing partnered with the Bay Area Biotechnology Education Community (BABEC) to host the BABEC fall Conference 2019. Over 100 high school and community college bioscience educators and stakeholders from across the Bay Area and other parts of California attended the conference.

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

The Biomanufacturing program, Science Math and Technology division as well as Strategic Partnerships and Workforce Development division partnered with BABEC to host the conference. The event was made possible by sponsorships and grants provided by the California Community Colleges, Biorad and Genentech. Attending and tabling were students representing the Skyline College Biomanufacturing Club, the West Coast Student Chapter PDA, the Biolink Depot, BioSCOPE and Carlmont HS biomanufacturing group.



Dr. Jennifer Taylor-Mendoza, Vice President of Instruction, welcomed the conference attendees to Skyline College and the new Building 12. The BABEC team featured their updated bioscience curriculum and introduced their new initiatives for the 2019-20 school year, which includes a collaboration with Genentech, and an expansion project funded by the National Science Foundation. The

Regional K12 Strong Workforce Program (K12 SWP) team provided an introduction to the initiative and K12 SWP grantees shared how they plan to use the funding to develop talent for a stronger biotech workforce in the Bay Area.

In the BABEC tradition of creating a community for Bay Area bioscience educators, attendees were able to break out into regional groups to design collaborative pathways to biotech careers. With a strong mix of professionals representing colleges, high schools, administration, industry and nonprofits, the regional breakout groups formed cross-functional teams that focused on taking a diversified approach to building successful bioscience programs in California.

As a result of their community work, attendees agreed that exposure to life science or STEM careers should start at an early age. Consequently, educators need access to updated innovative curriculum and support

in introducing students to biotech careers. The annual kickoff meeting by BABEC provides this support. The Bioscience educators were given a special presentation on how to easily align biotech lessons with NGSS by Kirk Brown, author of the text book “Biotechnology: A laboratory Skills Course” and Director of STEM Programs at San Joaquin County Office of Education. BABEC staff demonstrated their up-to-date curriculum and classroom support available to all local Bay area high schools. BABEC collaborates with community colleges like Skyline College and Laney College in order to provide materials to the high school in our initiative called BioSCOPE. BABEC looks forward to convening the bioscience community again to continue strategizing on how to support science teachers and inspire students for science careers.

The Skyline Biotechnology Manufacturing program will continue their work with community college, high school and baccalaureate partners in order to form a strong connection for students to matriculate from the high school to community college and onto to bachelor’s in biomanufacturing programs. This connection is bolstered by forming partnerships with local industry like Genentech, non profits like BABEC, Governmental bodies like SSF, high schools and Bachelors programs. The BioScope project (for which Skyline College just submitted an NSF grant proposal) allows the community college manufacturing programs to produce “biotechnology” laboratory materials used in high schools. We hope to show high school students that Skyline College programs have relevant work experience that will allow them to compete for jobs while they are in school.

Visit Skyline College Biotechnology Manufacturing on [Instagram](#) and [Facebook](#). In June 2020, Skyline College plans to partner with Madison Area Technical College, Solano Community College (NIIMBL and NSF) to convene a workforce summit for advanced manufacturing of cell and tissue based pharmaceuticals.

Article and Photo by Nick Kapp

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

Biotechnology Students Attend Genentech Lecture



On September 4, 2019, the Skyline College Biotechnology 150 class attended “Never Tell Her the Odds,” a lecture by Genentech Vice President of Intellectual Property Dr. Laurie Hill at the Carlmont High School Biotechnology Institute.

Dr. Hill shared a fantastic and inspiring view on life and professionalism - one informed by defying the odds. She said, “Never take no for an answer. Are you going to listen to what people will tell you or will you craft your destiny even if you cannot see the path...to get there?”

While she was a postdoc, she was told that her ideas would never work, but she continued her experiments and ultimately published her results in *Science*, one of the premier scientific journals. She was also in a bike and car accident, sustained many injuries and was told she had a slim chance of walking again. She beat those odds, too.

In addition to her courage and perseverance, Dr. Hill’s curiosity and willingness to learn new things was another inspiring quality students learned about her. She said it keeps her job fun and propels her to do more each day. This has led her to study immunology in high school, the effects of apoptosis and cancer in her postdoctoral studies, and law.

After the lecture, students asked her how they might

obtain a patent on ideas they are developing in the lab. Dr. Hill suggested contacting local law schools who have free clinics willing to help students learn more about and apply for patents.

Article by Catherine Capitana & Nick Kapp | Photo by Nick Kapp

Biotechnology Students Network on the Future of Food



On September 15, 2019, the Biotechnology students from Skyline College’s BTEC 400 and BTEC 210 classes took a field trip to the Embarcadero center in San Francisco to attend a talk at GABA (German American Business Association). GABA invited four local biotechnology companies to talk about how they started and how new food biotechnology companies operate.

Babak Kusha talked about how his company can support startup biotechnology companies in obtaining their first patents and protecting their intellectual property. He described the process of getting a patent its importance for beginning companies.

Dr. Nick Legendre from New Age Meats talked about how they are developing sustainably to replace meat in diets. New Age Meats’ notable product is \$20,000 worth of breakfast sausages from cultured cells.

Dr. Chris Davis of Impossible Foods, one of the most successful biotechnology food companies in the world,

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

said their “Impossible” burgers are in many fast food restaurants and in local grocery stores. At least four of Skyline College alumni are currently working for Impossible Foods.

The Good Food Institute, represented by Blake Byrne, is interested in developing more sustainable foods using biotechnology by funding cultured meat and vegan food development. They encouraged students to apply for a grant if they want to start their own companies.

Skyline College students were very excited about the talks and stayed for about an hour afterward, networking and asking questions. Jason said, “I learned how companies must protect their intellectual property. If someone copies your patent to start making and selling a product, then you need to send your lawyers over to stop them.” Catherine asked Impossible foods if they are going to go into schools. The company replied that while they are looking into providing this healthy alternative, the price point is not ideal for students at this time, adding that future editions of their burgers will hopefully be more affordable.

GABA gave the Biotechnology Manufacturing classes complimentary registration. Genentech also provided support that fully funded one class and allowed all Biotechnology classes to attend the event.

Article by Arlyne Bautista | Photo By Nick Kapp

Students Attend 4th Annual Women in Life-Science Event



The West Coast Chapter of the Parenteral Drug Association (PDA) held its 4th Annual Women in Life-Science event on August 22, 2019 on the Genentech campus in South San Francisco. Skyline College students were invited to be a part of it and worked on

their networking skills in preparation. After the event, students stayed to network with sponsors and speakers.

Skyline College student Catherine Capitana is shown speaking with Sangita Ghosh, the Vice President of Pharmaceutical Development and Manufacturing at Spruce Biosciences. Catherine learned about working in biotechnology, stating, “I got some good advice about having a can-do attitude during the interview, and that we should align ourselves with business goals. We should find a mentor who can coach and guide us through our career. I especially like the advice that if you have ambition, you should follow your ambition; to not be the harsh voice in the room that can hold yourself back.” The biotechnology students also in attendance were Pricilla Sanchez-Pena and Christine Ann Aquino.

During the event, the panel talked about their personal background, how they got their start in biotechnology and their positions in their biopharmaceutical companies. The major topic they focused on was being a woman in biotechnology and being in charge of a biotechnology company. While being a woman may have some disadvantages in the workforce, they all emphasized that women can do executive level work and that more women should be in leadership positions in biotechnology. Dr. Ghosh, a head of manufacturing herself, shared her stories of realizing how deserving she is as a woman to have a leadership role in the workforce.

Parenteral drugs are those that are administered elsewhere in the body than the mouth and alimentary canal. While the manufacture of drugs is an exacting science, drugs that go directly into the blood have stricter requirements in order to be safe. The PDA is a professional organization that connects people, science, and regulation of the manufacture and marketing of parenteral drugs. This group works directly with federal regulators and drug companies to ensure current Good Manufacturing Practice (cGMP). Members of the PDA publish journals, monographs and hold training sessions in order to ensure that its members who work for pharmaceutical companies are producing safe and effective drugs.

Article by Christine Aquino | Photo by Nick Kapp

SKYLINE COLLEGE BOARD REPORT

OCTOBER 23, 2019

Skyline College Featured in KQED Report



On June 26, 2019, KQED’s California Report featured Skyline College student Marjorie Blen, English professor Lucia Lachmayr and English professor Katie Hern in [“In Move Away From Remedial Classes, California Community Colleges Roll Out More Transfer-Level Alternatives.”](#) The report focuses on how colleges are responding to AB705, state legislation that requires colleges to help all English Language Learners (ELL) complete transfer level English within three years and to help all non-ELL students complete transfer-level English within one year.

Read or listen to the [full piece online](#) at KQED’s Website.

Article by Chris Gibson | Photo by Raquel Maria Dillon

SKYLINE COLLEGE BOARD REPORT
OCTOBER 23, 2019



50th SKYLINE COLLEGE
ANNIVERSARY *Events*

FALL 2019

50th Anniversary Exhibition
October 28 - December 4, 2019
Art Gallery, Building 1
Visit [facebook.com/skygallery](https://www.facebook.com/skygallery)
for gallery hours

50th Anniversary Barbecue
Monday, November 4, 2019
11:00 a.m. - 2:00 p.m.
Main Quad, in front of Building 6

**A Legacy of Achievement
Gala Fundraiser: 50th
Anniversary Celebration**
Friday, November 15, 2019
6:00 p.m. VIP Reception | 7:00 p.m. Gala
The Farallon Room, Building 12
Reserve tickets on skylinecollege.edu/50

UPCOMING EVENTS

Meta Major Week
October 21 - 25, 2019
Visit bit.ly/metamajorweek

Health Fair
October 23, 2019 | 10:00 a.m. - 1:00 p.m.
Fireside Dining Room, Building 6

Get Work Wednesday
October 30, 2019
November 6, 13, 20, 27, 2019
December 4, 2019
9:30 a.m. - 1:00 p.m.
Fireside Dining Room, Building 6

CIPHER Art & Product Exhibition
October 21 - 25, 2019
[Kizler Coffee Shop](#)
330 Palmetto Ave., Pacifica, CA 94044

Study Abroad Reception & Luncheon
October 23, 2019 | 12:00 - 1:30 p.m.
Building 6, Room 6-202
RSVP to wellss@smccd.edu

Empty Bowls Fundraiser
November 6, 2019 | 5:00 - 8:00 p.m.
Fireside Dining Room, Building 6

**Wherever There's a Fight: A History of
Civil Liberties in California Exhibit**
October 22 - 25, 2019
Library, Building 5

Meet Your Meta Major Fair
October 24, 2019 | 8:30 a.m. - 12:30 p.m.
Fireside Dining Room, Building 6

Learning Communities Career Night
November 13, 2019 | 5:00 - 8:00 p.m.
Building 6

Bones Exhibit
October 22, 2019 | 9:30 - 11:30 a.m.
Building 7, Room 7-110

**Lessons from Abroad
Study Abroad Re-Entry Conference**
October 26, 2019 | 8:00 a.m. - 7:00 p.m.
Building 6

International Education Week
November 18 - 22, 2019 | 5:00 - 8:00 p.m.
Fireside Dining Room, Building 6

Careers with Children Job Fair
October 22, 2019 | 5:30 - 7:30 p.m.
Fireside Dining Room, Building 6

Science in Action Lecture Series
October 29, 2019
November 4, 12, 19, 26, 2019
December 3, 10, 2019
4:00 p.m. - 5:30 p.m.
Building 7, Room 7-106

Guitar Ensemble Concert
November 24, 2019 | 6:30 - 8:00 p.m.
Skyline College Theater

Human Library
October 23, 2019
Library, Building 5



President’s Report to the SMCCCD Board of Trustees

Acting President Kim Lopez ~ October 23, 2019

Inside...

- EOPS 50th Anniversary Celebration1
- California Community Colleges Board of Governors Visits CSM 4
- Fall Flex Day Presents Myriad Professional Opportunities 5
- Annual Family Science & Astronomy Festival + Makerspace Draws More than 1,500 Community Members 6
- CSM Honors Student Paper Gets Published 7
- Planning Retreat Sets Top Three CSM Priorities 7
- Bulldog Football Ranked #1 in the Nation 8
- Upcoming Events 9

EOPS 50th Anniversary Celebration



In the summer of 1966, College of San Mateo created the College Readiness Program to provide financial aid, tutoring, and expanded outreach to students of color. A small but mighty group of 39 students joined the innovative program.

Those 39 students had no idea they were about to become the model for Community College Extended Opportunity Programs and Services (EOPS), a statewide program created by the state legislature in 1969. Born out of the Civil Rights Movement, EOPS is considered by many to be the original equity and student success program in California Community Colleges. EOPS provides academic, financial, and personal support for low-income students whose educational and socio-economic backgrounds might otherwise prevent them from successfully attaining their educational goals.

Today, EOPS offers eligible students assistance with counseling, priority registration, book service, tutoring, semester parking permits, grants, computer and printing access, assistance in the completion of financial aid and scholarship applications, transfer services, university tours, and study skills workshops. Its sister program, Cooperative Agencies Resources for Education (CARE), provides additional school supplies, parenting and self-development workshops, meal cards, and assistance with childcare costs.



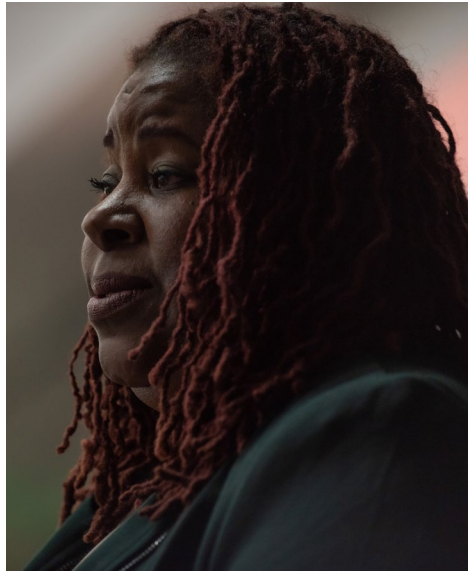
EOPS serves about 450 students each year, and CSM's research suggests that this is only half of eligible students on campus.

On October 3, more than 100 EOPS alumni, students, counselors and staff, CSM and SMCCCD administrators, and other community leaders gathered to celebrate the 50th anniversary of this landmark program. Among the speakers were CSM EOPS/CARE and CalWORKs coordinator Patrice Reed-Fort; Acting CSM President Kim Lopez, and Interim Chancellor Mike Claire. Danita Scott, who oversaw EOPS at CSM for many years, delivered a moving keynote on the history and significance of the program. Danita's sister Gerri gave an opening recognition of the land and its legacy of people, and Joan Dentler of State Senator Jerry Hill's office presented EOPS with a declaration recognizing the local and statewide impact of the program.

Guests enjoyed a rich evening of food, music, and entertainment. People danced to Professor Rudy Ramirez's band, Azul Latino. There was a stunning commemorative desserts table, and a photo booth that captured the energy of the night.



For information on EOPS, visit collegeofsanmateo.edu/eops





California Community Colleges Board of Governors Visits CSM

On October 16, College of San Mateo was honored with a visit from members of the California Community Colleges Board of Governors. Board President Tom Epstein, Board Member Kevin Holl, and Student Representative Colm Fitzgerald spent the day meeting with College leadership groups. A wide range of students, faculty, staff, and administration was able to speak openly with the board members about the implementation of key initiatives such as AB 705, guided pathways, the Strong Workforce initiative, Vision for Success, and student aid.



The full day of discussions included:

- SMCCCD Board members, Interim Chancellor and CSM administrators
- Faculty Senate
- Institutional Planning Committee
- Associated Students of CSM
- Classified Staff Senate

President Epstein noted that he visits California Community Colleges regularly. This was his 48th college visit since joining the Board of Governors in 2014.

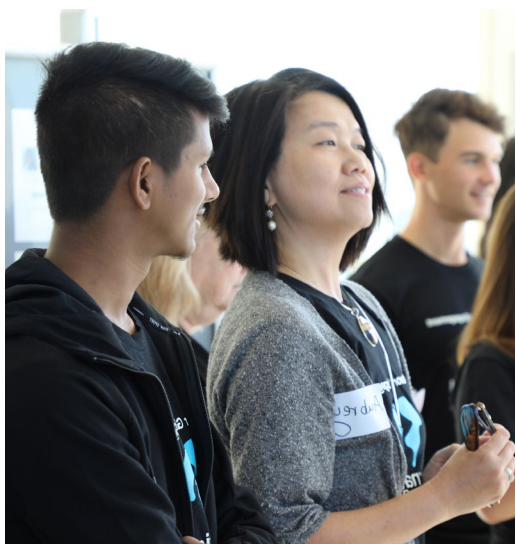
Fall Flex Day Presents Myriad Professional Opportunities

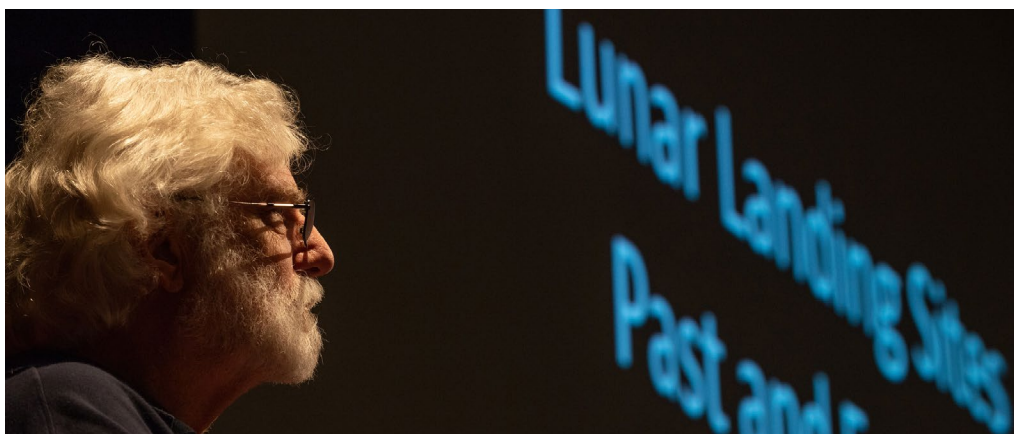
CSM held its annual Fall Flex Day on October 9, with another lineup of inspirational speakers, campus updates, and hands-on workshops. Classes and offices were closed for the day, allowing more than 200 people to participate.

Dr. Gina Garcia of the University of Pittsburgh, a national expert on Hispanic Serving Institutions (HSIs), gave an inspirational keynote address on decolonizing HSIs. The talk drew on her scholarly work and activism, which is devoted to disrupting the status quo of postsecondary education by bringing attention to the ways higher education has historically been committed to whiteness and regularly reinforces white narratives and white standards. She conducted a more detailed workshop later in the day for managers, faculty, and staff.



The Guided Pathways team offered a workshop on sorting academic programs into clusters that make sense for students. Other workshops included an update on the CRM implementation, suicide assessment, a Center for Global Engagement open house, a Project Change panel, and sessions on CalPERS, supervisory skills, and other topics.





Annual Family Science & Astronomy Festival + Makerspace Draws More than 1,500 Community Members

On October 5, more than 1,500 community members descended on the CSM campus for the Annual Family Science & Astronomy Festival + Makerspace. The annual festival combines science demonstrations, model-making, lectures and planetarium shows intended to engage people of all ages. There were hands-on activities on astronomy, physics, biology, and engineering. The Makerspace offered workshops in electronics, crafts, media, and more.

The day wrapped up with a keynote by Dr. Brian Day on “Lunar Landing Sites, Past and Future,” and a telescope viewing on CSM’s rooftop observatory.



CSM Honors Student Paper Gets Published

In the latest milestone for the CSM Honors Project, recent graduate Andreas Langenbacher was notified that his paper was accepted and published online by “Think You?!” the journal of the Bay Area Honors Research Symposium. His paper, entitled “The Art of Creating a Piano Fantasy: Montage, Notation, Performance, “ was written under the mentorship of CSM professor Shulamit Hoffmann. The paper lays out the foundational work for a 10-minute piano piece he composed and performed at CSM last spring.

Langenbacher’s abstract reads: “I have created a ten-minute piano fantasy that is a suite of original compositions, and transcriptions and rearrangements of extant piano pieces. My piano fantasy contains media music—pieces from video games, anime, movies, and other types of entertainment and media—as well as elements and segments from the traditional classical repertoire. My goal was to create a piece that shows that media music can be as complex and beautiful as traditional repertoire, and that, because of that, media and traditional music can go hand in hand—making a new whole. I hope to convey what I love so much about pieces that easily go unnoticed in the background of media through my piece. To serve this purpose, I have performed my piece in public at the end of the semester, recorded myself, and uploaded it on the internet.”

Langenbacher, who studied biology at CSM, transferred to UCLA this fall. Read the full paper [online](#).

Planning Retreat Sets Top Three CSM Priorities

On October 8, CSM faculty, staff, and administration leaders gathered for a full-day retreat to focus on the College’s top priorities. Held at the Sobrato Center for Nonprofits in Redwoods Shores, the workshop was a lively sequel to the initial planning retreat CSM held in May.

The group agreed to focus on three top priorities for the College:

1. Guided Pathways
2. Strong Workforce
3. Equity

Teams representing the three priorities gave energetic overviews of their project status and next steps.



Tabletop exercises and report-outs helped to illustrate the challenges faced on each initiative. After lunch, the group self-selected into work groups for each of the three priorities. Work groups will now spend the fall mapping College initiatives to the three top priorities and to the Education Master Plan.

Bulldog Football Ranked #1 in the Nation



Top-ranked College of San Mateo, in its 98th football season, begins its quest for a fourth straight Bay 6 League title on October 19 at Santa Rosa Junior College at 5 p.m.

The Bulldogs, following a 5-0 non-league campaign, are ranked No. 1 in the nation among junior and community college teams in the Massey Ratings and No. 1 in the California Community College Football Coaches Association state ratings, compiled by the JC Athletic Bureau.

CSM, coached by Tim Tulloch, has been scoring at a 36.2 points per game pace while limiting opponents to just 7.0 points per game – the best defense among all 68 teams in the state. The Bulldogs have allowed only 73.4 rushing yards per game, leading all Northern California National Division teams (No. 2 in the state).

UPCOMING EVENTS

Diversity in Tech

Thursday, October 24
4:30 - 6:00 pm

CSM College Center Building 10, Room 195

Join us for a panel discussion with experts from industry and education who are working in technology fields like math, engineering, computer science, and biotechnology. Open to students, parents, teachers and the public.

CSM Fall Health Fair

Wednesday, October 30
1:00 pm

CSM College Center Building 10, Bayview Dining Room

Our Annual Fall Health Fair features more than 20 exhibitors plus health related resources, free food, flu vaccines, and giveaways.

Día de los Muertos Community Celebration

Friday, November 1
10:00 am - 1:30 pm

CSM College Center Plaza

This year's celebration features altar exhibits, craft-making, traditional foods, face painting, music, and dance!

Jazz Under the Stars

Free Stargazing on CSM's Rooftop Observatory

Saturday, November 2
7:00 - 9:00 pm

Come see craters on the first quarter moon, the rings of Saturn, star clusters, and more through our telescopes while listening to KCSM Jazz 91 FM.

CSM Softball vs. SF State

14 innings
Sunday, Nov 3, 2019
11:00 am

CSM Softball Field

California State Assembly Speaker Pro Tem Kevin Mullin

Presentation and Q&A on California Politics & Government

Wednesday, November 6
10:10 - 11:00 am

California State Assembly Speaker Pro Tem Kevin Mullin will speak and answer questions about government and politics in California. Although he will be addressing political science classes, this event is free and open to the public.

CSM Volleyball vs. Skyline

Friday, November 8
6:30 pm

CSM Gymnasium Building 8

Financial Stress to Fossil Wonderland: My Roundabout Journey Into Paleontological Research

Part of the Science-in-Action Speaker Series

Wednesday, November 20, 2019
5:30 pm

CSM Science Building 36, Planetarium

Larry Taylor earned a master's degree in genetics, taught at a community college, worked in medical research at Stanford, and is now pursuing a Ph.D. at UC Berkeley. His research focuses on the migration behaviors of prehistoric whales. He has helped build a program that brings community college students to Berkeley for a fossil-based lab course.



Cañada College

Report to the SMCCCD Board of Trustees

October 23, 2019

in this **issue:**

- College Successfully Concludes Accreditation Visit **pg. 2**
- Writing Center Opens **pg. 2-3**
- October Brought Active Month of Events for Student Life **pg. 3-4**
- Cañada in Your Community **pg. 4-5**
- 30th Annual Artistry in Fashion **pg. 6**
- College Participates in Week of Action & Advocacy **pg. 6-7**
- Cañada ESL Department Present at Statewide Gathering **pg. 8**
- Interior Design Students Net Prestigious Awards **pg. 8**
- College Hosts Transfer Day **pg. 9**
- Programs Collaborate to Provide Students with Transfer Opportunities **pg. 9**
- Upcoming Events **pg. 10**
- Second Annual President's Luncheon **pg. 11**



pg. 2



pg. 5



pg. 8

College Successfully Concludes Accreditation Visit

Cañada College hosted a team of nine peer faculty, classified professional staff, and administrators from across the State who represented the Accrediting Commission of Community and Junior Colleges (ACCJC) as part of its six-year re-accreditation process. Chaired by Dr. Keith Flamer, President of the College of the Redwoods, the Team met with many faculty, staff, students and administrators across the campus. During the Exit Report, the Team shared that the College was well prepared for the visit and its Institutional Self-Evaluation Report (ISER) was well written and made their job easier. The Team felt welcome and had an excellent experience while on campus.

The Team gave two commendations:

- * The College is commended for its holistic student support services that help students address the challenges they face. The Team listed many wonderful student support programs including Sparkpoint, the Food Pantry, and others. They commended on the College's significant outreach to the community and making outreach materials available in multiple languages. The Team also commended the Associated Students of Cañada College (ASCC) and their efforts to support student success.

- * The College was also commended on Cañada's successful integration of instruction and student services to enhance student success. The Team commended that culture of flexibility and continued focus on equity as well as the formal and informal collaboration that occurs between instructional faculty and personnel from student support programs. The Team noted that this collaboration happens frequently and in a timely manner that supports students effectively.

The Team announced that the College meets all of the accreditation standards set by the ACCJC and that they had no recommendations for meeting the standards as a result.

Next steps, the Team Chair, Dr. Flamer, will provide the College President with a draft of their report to the ACCJC so that the team can check it for errors in fact. Once that is done, they will submit it to the ACCJC. In January 2020, the ACCJC will review the Team's report and make a final determination regarding the College's accreditation status.

Writing Center Opens

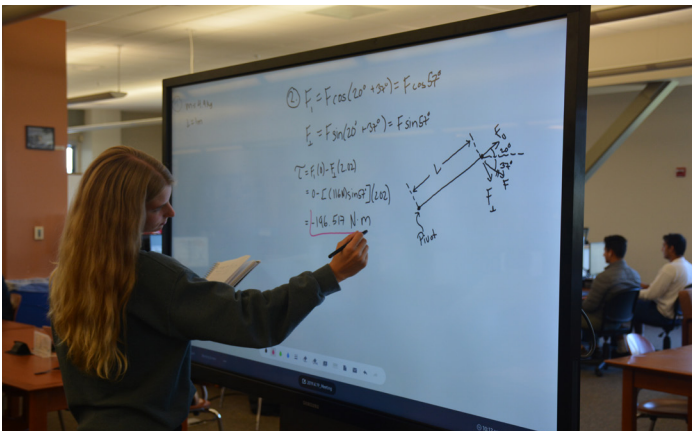
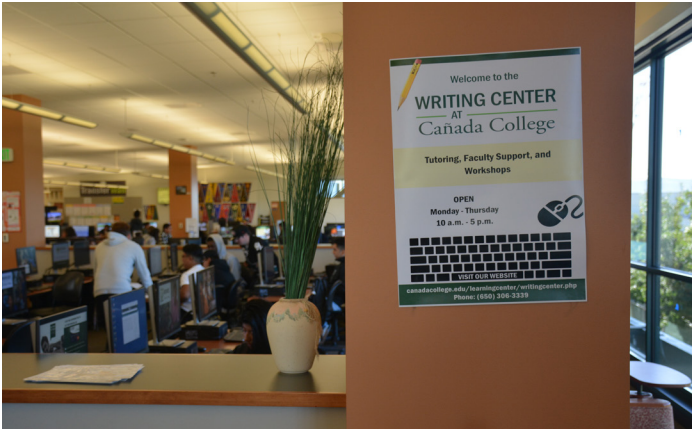
In collaboration with the Learning Center and the English Faculty, the Writing Center has opened for Fall 2019. With the guidance and expertise of Professor Yolanda Valenzuela and the English Department, the long-awaited Writing Center is committed to providing writing support to students across all disciplines.

On a typical day at the Writing Center, you will see students meeting with their Professors for their office hours, Peer Tutors assisting fellow students, and others simply enjoying a quiet space to relax and carry out their studies. At the Writing Center students can receive assistance with planning, brainstorming, and structuring their essays and writing assignments, alongside both faculty and peer tutors. The Writing Center will also be holding specialized workshops and study groups in the near future, in an effort to develop a campus community around student writing.

Coordinators Erika Bojnowski and Professor Valenzuela bring a life-long passion for learning and writing and are committed to fostering a collaborative environment, accessible to all students. They feel when students find their voice through writing, regardless of experience or subject matter, it better prepares them for their futures as students and in their prospective careers.

Writing Center Opens (cont.)

The goal of the Writing Center is to find creative and innovative ways to further support students through the AB705 initiative, and the Writing Center team is excited to continue to cultivate this new space Cañada College that is already committed to providing such valuable resources to its students.



October Brought Active Month of Events for Student Life



October has been packed full of events with The Center for Student Life and Leadership Development. The team kicked off the month with Constitution Day where student leaders partnered with nonprofit community organizations to get students registered to vote, learn about their constitutional rights and local government, and shared ways to get involved if people are unable to register to vote. Everyone who attended was able to participate in an interactive shirt-show sharing “What Freedom Means to Me.” Following Constitution Day, Student Senate partnered with the Business, Design, and Workforce Division to host its Fourth Annual Campus Movie Fest. Cañada College remains the only community college in the nation to compete! With more than 200 people in attendance and 15 teams of students competing on

October Brought Active Month of Events for Student Life (cont.)



campus, it was another incredible year to showcase Cañada's artistic and story-sharing talent with four teams heading to nationals to compete!

Following Campus Movie Fest, Student Senate hosted their bi-annual Club Rush. This semester's theme was 90's Bash—where almost 30 clubs and programs came out to share with the campus how to get involved. Features of the event included a "Glow Up" wall where Cañadians could learn more about fellow student, faculty, and staff member's lives throughout the years, a hip hop corner to delve deeper into social justice and hip hop, as well as a twist on luncheables—where every participant could fill a reusable bento-style lunchbox with vegan, gluten free, and organic goodies.

Closing out the month, the Student Senate held their annual Leadership Training Retreat, where they held workshops on communication, leadership development, comfort zones, micro-aggressions and authentic voice. This year was extremely special, as Student Senate brought participants to the Chicano Research Center in Stockton, where students learned the importance of documenting history, inclusive education, celebrating culture, what it means to be a LatinX supporting institute, and how crucial it is to do continual and thorough research and learning. Students were able to speak with Mr. Richard Soto, the creator of the Chicano Research Center, the only research center of its kind, as well as meet and hear the story of Xavier Tafoya, a Board of Trustees Member for Yuba Community College District and a former City Council leader.

Cañada in Your Community

On September 15, Redwood City hosted its Fiestas Patrias event. This annual celebration is a commemoration of Independence Day for various Latin American countries, including México. Cañada College was strongly-represented by College Recruiter Mayra Arellano and the College Student Ambassadors. The team met with local families and prospective students to share about the benefits of joining the Colts familia.

Cañada in Your Community (cont.)



Cañada College ESL Faculty and Redwood City Council member Alicia Aguirre was also present at the event; both Alicia and Mayra are members of the Latino Leadership Council that helped to organize the event. Vice President of Student Services Manuel Alejandro Pérez joined the Outreach team for the celebration. Vice President Pérez met and built bridges with Sarahi Espinoza Salamanca, Cañada Alumna and Founder/CEO of DREAMer's Roadmap, an app that connects undocumented students to financial support for higher ed. The team also met the Cónsul General of the Mexican Consulate in San Francisco, Remedios Gómez Arnau, as well as Redwood City Mayor Ian Bain.



30th Annual Artistry in Fashion



Hundreds of community members attended the 30th annual Artistry in Fashion on Saturday, September 28. At the event, more than 50 clothing, jewelry, and accessory vendors participated in the Artistry in Fashion Designer Sale, which brings together local designers and fabric artists, creating a “one-stop shop” for beautiful handmade, re-purposed, and one-of-a-kind clothing, jewelry, and accessories.

The Fashion Design and Merchandising Department had several student volunteers help run the day’s events. There, they gained valuable experience by connecting with vendors and cultivating relationships that lead to internships and jobs, evaluating booth layouts for the Visual Merchandising Course, and working on event planning.



This year’s special guest was Sarah Veblen Custom Clothier, author and national known teacher. Sarah specializes in fit. The day was a success and funds raised allows the Fashion Department to distribute scholarships to deserving Fashion students.



College Participates in Week of Action & Advocacy

Cañada College participated in the Second Annual Week of Action and Advocacy on behalf of undocumented students in California Community Colleges, October 14-18. As the largest post-secondary education system in the nation and serving the largest number of undocumented students in the state, California Community Colleges, and Cañada College, are committed to serving all students, regardless of immigration status. There was a full week of events and activities planned, including “Snacks & Stories” with the Dreamer’s Club, a collaborative art project, film-screening, “Community Dialogue” and “Know Your Rights: Immigration in the Trump Era” with Carmen Torres, Immigration Institute of the Bay Area (IIBA). The statewide Undocumented Student Action Week is supported by California Community Colleges, the Foundation for California Community Colleges, the Community College League of California, the Student Senate for California Community Colleges, and Immigrants Rising.

College Participates in Week of Action & Advocacy (cont.)



Cañada College Joins Immigrants Rising in Presenting:

CALIFORNIA COMMUNITY COLLEGES UNDOCUMENTED STUDENT WEEK OF ACTION

MONDAY, OCTOBER, 14TH
 Kick-off and Collaborative Art Project, 12-1p.m. — Outdoor Amphitheatre.
 “Paying for College: Financial Aid & Scholarships” Webinar & Info 2-3p.m. in Bldg. 9, Room 257A.

TUESDAY, OCTOBER, 15TH
 Transfer Day, 10:30a.m.-1p.m. — The Grove.
 Community Dialogue: Conversations to Build Bridges, 1-2p.m. — Social Sciences Hub, Bldg. 9, Room 307.
 • An afternoon of storytelling, art, and celebration of our community, hosted by the Promise Scholars Program in collaboration with Redwood City Together.
 “Accessing Reputable Legal Aid” Webinar, 2-3p.m. in Bldg.8, Room 119.
Evening
 Evening Kick-off Event & Collaborative Art Project, 5:30-6p.m. on the Quad.
 Film Screening, “Documented” 6:30-8:30p.m., Bldg.2, Room 10
 • “How do you define American?” This is a question that Pulitzer Prize winning journalist, filmmaker, and activist Jose Antonio Vargas asks us in his film Documented.

WEDNESDAY, OCTOBER, 16TH
 Collaborative Art Project, 11:30a.m.-12:30p.m., on the Quad.
 Stories & Snacks with the DREAMers Club, 1:15-2:15p.m., Bldg.9, Room 251B.

THURSDAY, OCTOBER, 17TH
 Collaborative Art Project, 11:30a.m.-12p.m., on the Quad.
 “Know Your Rights: Immigration in the Trump Era” with Carmen Torres, Immigration Institute of the Bay Area (IIBA), 12:15-2:15p.m., Bldg.2, Room 10.
 • Free t-shirts to the first 25 students! Lunch will be provided!

FRIDAY, OCTOBER, 18TH
 “Art as Healing” Webinar, 2-3pm, Bldg.8, Room 119.

For more info about this week’s events, contact:
 Julie Carey • careyj@smccd.edu or Alison Field • fielda@smccd.edu
 ♿ For disability-related accommodations, please email: canvpss@smccd.edu or call 650-306-3234









Cañada ESL Department Present at Statewide Gathering



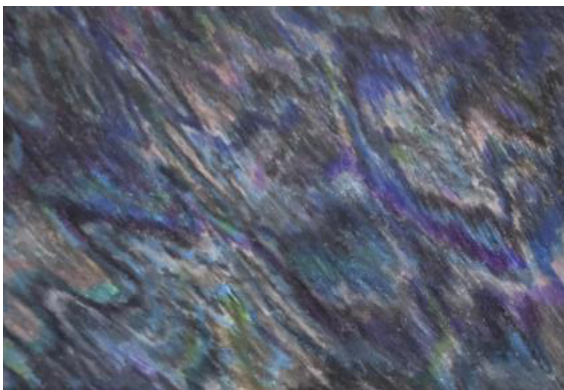
The Cañada College English as a Second Language (ESL) Department collaborated with community partners from Sequoia Adult School, Upwards Scholars, and ALLIES to lead a panel session entitled: “Everyone is Welcome Here: Community College, Education for the People” at the recent statewide California Association of Teachers of English to Speakers of Other Languages (CATESOL). The panelists shared the work of ESL faculty and community leaders who partner to serve their immigrant neighbors. These close collaborations and networks of support for immigrant English language learners in San Mateo County has resulted in steady enrollment, high transition rates from off-campus to on campus classes, and an overrepresentation of ESL

students at graduation. In the end, the panel session at CATESOL was a welcomed opportunity to connect with our community partners and share our work across the state of California.

Interior Design Students Net Prestigious Awards



Two students from Cañada College’s Interior Design Department were recently recognized with impressive industry awards. Every year, the American Society of Interior Designers (AISD) rewards a number of industry leaders for their innovative design work. The Design Excellence Award is a prestigious design awards program that receives applicants from all over California. Cañada student Amy Friedberg received award for her design of a Modern/Contemporary Residence over 3,000 square feet. Rather than tailoring designs to uphold current trends, Amy works to create spaces that complement the personality of each individual client and her talents were showcased in her application and unanimously wowed the judges. Judges recognized Amy for her talent that combines her natural eye for style with her interior design knowledge and psychology degree to tailor functional and exclusive spaces that truly speak to her clients. Her passion for interior design has continued to strengthen over the years and is fueled by the entire process, not just the final results.



Student Julie Sautter was awarded Second Place in the Delos Competition where her work was reviewed and ranked by professionals at the AISD Leadership Conference in Atlanta as well as the Metrocon Trade-show in Dallas. The 5’x8’ rug, which Julie designed in Professor Denny Holland’s class, is made with Tibetan 100 Knot New Zealand Wool and right in line with today’s painterly trend. In addition to the prize, Julie’s rug will go into production.

College Hosts Transfer Day



Cañada College hosted its annual Transfer Day on October 15. There, students had an opportunity to meet directly with more than 60 representatives from in-state, and out-of-state public and private universities. Among the universities were a few who specifically recruited International students; one of these universities was also from Vancouver, Canada. All university representative enjoyed the event, our campus, and meeting with our students.

There were about 300 students in attendance who expressed that Transfer Day gave them the opportunity to meet with university representatives and have in depth conversations. They learned more about their field of study, and available services at the universities pertaining to them. This helped them to become more focused on their transfer path, and learn more about the admission policies and financial resources at the four-year institution. In general, students found the event very helpful and encouraging.



This event was well received and supported by faculty and staff, which was a great collaboration across the campus. Many staff and faculty gave their time by volunteering at the event, and many of the Counseling and Instructional faculty supported the event by giving students class time to attend the event.

Programs Collaborate to Provide Students with Transfer Opportunities



In partnership with the Cañada College Business Department, the ESO! Adelante program brought Lupe Ramos, the Assistant Director for the San Francisco State University's (SFSU) Lam Family College of Business Student Success Center, to provide an informational on the college for prospective transfer students. Forty-one students learned about the updates on impaction for various concentrations including Accounting, opportunities for undergraduates to pursue an M.B.A., and additional information on the different transfer paths. Cañada's SFSU

Adelante Coordinator, Jasmine Kamariotis, also led a panel of the SFSU Adelante Peer Mentors to provide the student experience perspective. The students who attended were engaged and reported having increased their transfer knowledge to SFSU.



Upcoming Events

October 16-20

Cañada Theatre Arts Department Presents: *The Late Wedding*

October 16 at 11:10 a.m.; October 17 at 11:10 a.m.; October 19 at 8 p.m.; October 20 at 2 p.m.
Flex Theatre - Building 3, Room 129

October 18

Cañada Women's Soccer vs Hartnell College

4 p.m. | Cañada College Soccer Field

October 22

Second Annual President's Luncheon

11:30 a.m.-1 p.m. | Hiller Aviation Museum in San Carlos

October 23

STEM Speaker Series Featuring Ellen Young, Biology Instructor at Cañada College

5-6 p.m. | Building 6, Room 101/102

October 24

Leadership Over Lunch (LOL) - an ASCC Development Event for Students

11 a.m. – 12:30 p.m. | Building 6, Room 101/102

October 31

Halloweentown Fest

9 a.m. – 1 p.m. in Upper Lawn | 7-8 p.m. in Building 8

November 6

Education Job Fair

11 a.m. – 1 p.m. | The Grove

November 7

Fall Wellness Fair

10 a.m.-1 p.m. | The Grove

Second Annual President's Luncheon



2 N D A N N U A L
**PRESIDENT'S
LUNCHEON**

Tuesday, October 22, 2019 - 11:30 a.m.

held at the

Hiller Aviation Museum

601 Skyway Road, San Carlos, CA

Supporting student success
through scholarships.

Register at:

CANADACOLLEGE.EDU/LUNCHEON

BOARD REPORT NO. 19-10-2A

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: David Feune, Director, Human Resources, 358-6775

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

(NP = New position, * = New Employee)

College of San Mateo

Tabitha Conaway	Interim Dean of Enrollment Services & Support Programs	Office of the Vice President of Administrative Services
------------------------	---	--

Reassigned from an Instructional Aide II (Grade 22 of the Classified Salary Schedule 60) into this interim administrative assignment at Grade AD of the Management Salary Schedule 20, effective November 1, 2019, replacing Lizette Bricker who is on leave.

B. PUBLIC EMPLOYMENT

1. New Hires (NP = New Position, * = New Employee)

None

2. Re-Employment

None

C. REASSIGNMENT THROUGH THE HIRING PROCESS

Skyline College

Saul Milan	Office Assistant II	Counseling
-------------------	---------------------	------------

Reassigned from a part-time (48%), 10-month Office Assistant II position at Skyline College into this full-time, 12-month position, effective October 14, 2019, replacing Corinne Rakes who resigned.

D. TRANSFER/ADMINISTRATIVE REASSIGNMENT**Scott McMullin**

Instructional Aide II

Academic Support &
Learning Technologies

Reassigned from the position of Retention Specialist (Grade 24 of the Classified Salary Schedule 60) into this part-time (48%), 10-month position at Grade 22 of the same salary schedule pursuant to the CSEA Contract, Article 11.3, effective October 2, 2019.

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

1. Recommend a change in staff allocation to add one full-time, 12-month temporary Program Services Coordinator position at Grade 27 of the Classified Salary Schedule (60) in the Kinesiology, Athletics, & Dance Division, effective November 1, 2019. This is a temporarily funded position, effective November 1, 2019 through September 30, 2020.
2. Recommend a change in staff allocation to add two part-time (48%), 10-month Instructional Aide II positions at Grade 22 of the Classified Salary Schedule (60) in the Humanities and Social Sciences Division, effective January 1, 2020.
3. Recommend a change in staff allocation to add one part-time (48%), 12-month Retention Specialist position at Grade 24 of the Classified Salary Schedule (60) in the Humanities and Social Sciences Division, effective November 1, 2019.

F. PHASE-IN RETIREMENT

None

G. LEAVE OF ABSENCE**District Office****Carlos Ruiz**

Custodian

Facilities

Personal leave of absence without pay and without benefits, effective October 25, 2019 through January 25, 2020.

H. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION**1. Retirement**

None

2. Post-Retirement

None

3. Resignation

None

I. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS

None

J. PROFESSIONAL EXPERT/CONTRACT POSITIONS

<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	Student Services	1	01/13/2020	06/30/2020	College Physician: This position plans, implements and leads professional College health care series in conjunction with public health nursing staff; provides medical advise and treatment in the College Health Center; writes prescriptions as needed; confers with medical plan providers and emergency medical personnel regarding follow-up care; sets up and maintains confidential documentation of treatment and services provided; completes required medical provider and emergency forms; makes presentations to students, organization and other groups as assigned.

K. 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>
Skyline College	Kinesiology, Athletics, & Dance	1	01/01/2020	06/30/2020	Athletic Trainer: <i>Previously Requested Position</i> The trainer’s responsibilities will include but not be limited to assessing injuries, event coverage, managing rehabilitation of student athletes, communicating with coaches, completing and filing paperwork, cleaning, sterilizing/maintaining equipment and supervision of the training room facility. This position is

					required as needed for special events (post-season, non-traditional, state championship, etc.) to supplement existing staff.
Skyline College	Kinesiology, Athletics, & Dance	1	01/02/2020	05/25/2020	Assistant Coach (Baseball): <i>Previously Requested Position</i> This position will provide support necessary to the head coach. Duties include but are not limited to: assist with game day preparation and follow-up, plan/supervise instruction/student-athletes, drive vans to and from contests and events, resolve student-athlete issues, aid in the recruitment and matriculation process, facilitate fundraising efforts, compile and submit statistics, scout opponents and film games/practices.
Skyline College	Kinesiology, Athletics & Dance	1	1/1/2020	5/25/2020	Assistant Coach (Dance Production Assistant): <i>Previously requested position</i> This position will provide functions that are integral to the Dance program and its promotion/operation. Duties include but are not limited to: assist with rehearsals, public relations, day of event management, coordination of student segments, publications, ticket office functions, website updates, outreach, and sponsor solicitation. This position will serve the dance program at Skyline from the start of the new year through the spring semester.
Skyline College	Social Science/Creative Arts Division	1	10/28/2019	06/30/2020	Laboratory Technician (Art): This position maintains art studios in a safe, clean, and orderly condition in compliance with safety regulations; prepares demonstration setups for lab classes, includes mixing and testing of chemicals and safe use of equipment and materials. Inventories equipment, supplies, and required lab materials to maintain adequate stock; sets up and maintains online tracking of equipment, supply purchases, equipment maintenance, storage, and disposal schedules.

Skyline College	Social Science/Creative Arts Division	1	10/28/2019	06/30/2020	<p>Instructional Aide II (Music): This position will prepare and maintain music lab classrooms for rehearsals, including ensemble set-up, organization, and distribution of sheet music, coordination of rehearsal, scheduling, and recommend equipment maintenance as needed. Scheduling and tracking of music labs, practice rooms, performance spaces, studio lessons, and musical instruments. Maintain and organize sheet music in music libraries for both vocal and instrumental musical ensembles.</p>
Skyline College	Kinesiology, Athletics, & Dance	1	01/01/2020	05/25/2020	<p>Assistant Coach (Sports Information Assistant): <i>Previously Requested Position</i> This position will provide functions that are integral to the athletic program and its promotion. Duties include but are not limited to: assist with gathering information about programs/statistics, posting web-site content, event management, public address announcing and coordination of team pictures. This position will also engage in fundraising efforts so events can be streamed over the internet. This position will serve all intercollegiate programs at Skyline during the spring semester and break periods.</p>

BOARD REPORT NO. 19-10-1CA

TO: Members of the Board of Trustees

FROM: Michael Claire, Interim Chancellor

PREPARED BY: Dr. Aaron McVean, Vice Chancellor, Educational Services and Planning,
358-6803

**APPROVAL OF CURRICULAR ADDITIONS, DELETIONS AND MODIFICATIONS
CAÑADA COLLEGE, COLLEGE OF SAN MATEO, AND SKYLINE COLLEGE**

The addition of five courses to and the deletion of twenty-three courses from the College catalogs are proposed by Cañada College, College of San Mateo, and Skyline College at this time. Additionally, nine courses are proposed to be offered in the distance education mode. The addition of three departments (subjects) is also proposed.

Two courses were assigned inactive status, which removes them from the catalog and schedule. Since they have not been deleted, they can be more easily reinstated at a later time. If reinstatement is unlikely, these courses and program will be deleted in the coming years.

Furthermore, forty-two courses and five programs were modified.

Each of the proposed courses and programs has been reviewed by the appropriate Division Dean and approved by the College Curriculum or Instruction Committee, acting on behalf of the local Academic Senate. In addition, the Academic Senate Presidents provide oversight with respect to the necessary role of the local Senates in the review and approval process. The rigor of the approval process assures that each new course has substance and integrity in relation to its discipline and that it fills a clear student need not being served by existing course offerings.

RECOMMENDATION

It is recommended that the Board approve the attached curricular changes for the Cañada College, College of San Mateo, and Skyline College catalogs.

San Mateo County Community College District

October 23, 2019

This report has been prepared in accordance with SMCCCD Rules and Regulations, Section 6.13.4 and all appropriate laws and regulations.

PREPARED BY: Tammy Robinson, Vice President, Instruction
Cañada College

APPROVED BY: Candice Nance, Curriculum Committee Chair
Cañada College

Diana Tedone, Academic Senate President
Cañada College

Jamillah Moore, President
Cañada College

PROPOSED CURRICULAR ADDITIONS – CAÑADA COLLEGE

COURSE DESCRIPTIONS AND JUSTIFICATIONS

FASHION DESIGN AND MERCHANDISING

169 EVENING GOWN CONSTRUCTION (2.00) (day or evening)

Justification: This course was successfully offered as an experimental course in the summer of 2019 term. FASH 169 – Evening Gown Construction is an advanced course which supports the curriculum in the Fashion Design and Merchandising Program. The content covered in this course compliments the current course offerings of the program and it is part of the selective requirements of various degrees and certificates.

Prerequisite: None.

Recommended Preparation: Eligibility for READ 836 and ENGL 836; or ENGL 847 or ESL 400; Eligibility for MATH 110; Basic sewing skills.

Description: Students learn advanced sewing techniques used in the construction of evening gowns. They create gowns incorporating the techniques learned in class, including working with difficult fabrics and bias.

Classification: AA/AS Degree; Certificate of Achievement; CSU transferable.

PROPOSED CURRICULAR MODIFICATIONS – CAÑADA COLLEGE

CHEMISTRY

220 General Chemistry II

PROPOSED TO BE OFFERED AS DISTANCE EDUCATION – CAÑADA COLLEGE

CHEMISTRY

220 General Chemistry II

PROPOSED PROGRAM MODIFICATIONS – CAÑADA COLLEGE

FASHION DESIGN AND MERCHANDISING

Custom Dressmaking/Small Business Oriented – AS Degree Program

Custom Dressmaking/Small Business Oriented – Certificate of Achievement

Theater Costuming – AS Degree Program

Theater Costuming – Certificate of Achievement

San Mateo County Community College District

October 23, 2019

This report has been prepared in accordance with SMCCCD Rules and Regulations, Section 6.13.4 and all appropriate laws and regulations.

PREPARED BY: Mike Holtzclaw, Vice President, Instruction
College of San Mateo

APPROVED BY: Teresa Morris, Chair, Curriculum Committee
College of San Mateo

Arielle Smith, President, Academic Senate
College of San Mateo

Kim Lopez, Acting President
College of San Mateo

PROPOSED CURRICULAR ADDITIONS – COLLEGE OF SAN MATEO

COURSE DESCRIPTIONS AND JUSTIFICATIONS

ART

129 NEW MASTERS' AESTHETICS AND TECHNIQUES (3) (day or evening)

Justification: This class is a combination of art history and studio art similar to Art 124, Old Masters' Aesthetics and Techniques. It is being written as a course offering for the Fall 2021 Study Abroad program in Barcelona and is intended to sub for Art 104, Modern Art for the Study Abroad students.

Prerequisite: None.

Recommended Preparation: None.

Description: This class is a combination of art history and studio art designed to introduce the aesthetics, materials and techniques of the Western modern period of the 19th and 20th centuries. Students will recreate the dominant art style and technique of each period, including Impressionism, Post-Impressionism, Surrealism and various forms of Abstraction. Previous studio art experience is not needed.

Classification: AA/AS Degree; CSU transferable

DEVELOPMENTAL SKILLS

835 ASSISTIVE TECHNOLOGY – SPEECH RECOGNITION (1) (day or evening)

Justification: This course has been offered as an experimental course at CSM - DSKL 880 given there was a new version of the speech recognition software being used and taught to students. The software currently used is Dragon Professional for Individual, Version 15. I am adding a new objective to the class relating to new content I have introduced. Speech Recognition, also known as speech-to-text, is an accommodation provided to students who have disabilities and identified needs related to writing.

Students required instruction over an extended period of time to learn how to use this software to support their accommodations.

Prerequisite: None.

Recommended Preparation: None.

Description: Designed primarily for students with disabilities; provides training in the use of a speech recognition program, which supports students' learning styles and/or physical needs in the area of written expression. Students will learn how to use this assistive technology tool as an accommodation for completing written assignments and essay-based tests/exams. Students will use computers with this software in the Disability Resource Center's Assistive Technology classroom/lab. No previous computer experience is required. (Units do not apply toward AA/AS Degree.)

Classification: Not degree applicable; not transferable.

PROPOSED CURRICULAR MODIFICATIONS – COLLEGE OF SAN MATEO

ADMINISTRATION OF JUSTICE

100	Introduction to the Criminal Justice System
102	Principles and Procedures of the Criminal Justice System
104	Concepts of Criminal Law
106	Legal Aspects of Evidence
108	Community Relations and the Justice System
120	Criminal Investigation
125	Juvenile Procedures
771	PC832 Arrest and Control Training
775	PC 832 Firearms Training
780	Regular Basic Course Module III
781	Regular Basic Course Module II

BIOLOGY

100	Introduction to Life Sciences
-----	-------------------------------

CHEMISTRY

192	Elementary Chemistry
410	Health Science Chemistry I
420	Health Science Chemistry II

KINESIOLOGY

200	Yoga History and Culture
201	Yoga Pedagogy Lecture

PROPOSED PROGRAM MODIFICATIONS – COLLEGE OF SAN MATEO

FILM

Film – Associate in Arts Degree

San Mateo County Community College District

October 23, 2019

This report has been prepared in accordance with SMCCCD Rules and Regulations, Section 6.13.4 and all appropriate laws and regulations.

PREPARED BY: Dr. Jennifer Taylor-Mendoza, Vice President, Instruction
Skyline College

APPROVED BY: Jessica Hurless, Curriculum Committee Chair
Skyline College

Kathryn Browne, Academic Senate President
Skyline College

Dr. Jannett Jackson, Interim President
Skyline College

PROPOSED CURRICULAR ADDITIONS – SKYLINE COLLEGE

COURSE DESCRIPTIONS AND JUSTIFICATIONS

AUTOMOTIVE TECHNOLOGY

667 SELECTED TOPICS IN AUTOMOTIVE (0.5-2.0) (day or evening)

Justification: Short special subject courses help the Automotive Technology department to address the needs of our community. This parent special subject course will allow automotive to create a series of special subject automotive courses to meet those needs.

Prerequisite: None.

Recommended Preparation: Recommended preparation based on selected topics, may vary.

Description: Short courses designed to develop specific skills that are used in the automotive industry. Will focus on specific automotive topics such as Smog Check licensing requirements, fuel injection, Automated Driver Assist Systems, etc.

Classification: AA/AS Degree; not transferable.

BIOTECHNOLOGY

405 BIOPHARMACEUTICAL SUMMER EXPERIENCE (2.0) (day or evening)

Justification: This course was offered experimentally for high school students in summer session as BTEC 880SA – Biotechnology Summer Boot Camp. The course made a positive impact on students' learning and is now being incorporated into the permanent curriculum.

Prerequisite: None.

Recommended Preparation: Eligibility for ENGL 846 or ESOL 400, or equivalent.

Description: An introduction to topics in Biopharmaceuticals and STEM careers. Modules will explore how the scientific method is used to discover biologicals for use in mainly pharmacology, energy and manufacturing, and how potential products are selected and eventually manufactured in these industry sectors. Students will also study Bay Area biotechnology entrepreneurs and how local biotechnology companies were started. Students will survey STEM careers and companies in the general Bay Area.

Classification: AA/AS Degree; not transferable.

PROPOSED CURRICULAR DELETIONS – SKYLINE COLLEGE

ACCOUNTING

665SE VOLUNTEER INCOME TAX PREP

Justification: The Accounting faculty and the Business, Education and Professional Programs Division are requesting the deletion of ACTG 665SE. The course material was utilized in creating the permanent course ACTG 175, so there no longer is a need for this selected topics course.

BUSINESS

287 FUNDAMENTALS OF PROJECT MANAGEMENT

354 PERSONAL INSURANCE PRINCIPLES

680SB STUDY ABROAD IN CHINA

880SB OSHA 10 (GENERAL INDUSTRY)

Justification: These courses have not been taught in many years and were planned to be part of certificates that were never fully developed.

BUSINESS COMPUTER SYSTEMS AND MANAGEMENT

241 MS PROJECT FUNDAMENTALS I

242 MS PROJECT FUNDAMENTALS II

301 MAXIMIZING YOUR EMPLOYMENT POTENTIAL

Justification: These courses have not been taught in many years and were planned to be part of a certificate that was never fully developed.

665SE VOLUNTEER INCOME TAX PREPARATION

Justification: The content of this course was included in permanent course ACTG 175, so the there is no longer a need for this selected topics offering.

FAMILY AND CONSUMER SCIENCES

310 NUTRITION

695 INDEPENDENT STUDY IN FAMILY AND CONSUMER SCIENCES

Justification: These courses were part of the Family and Consumer Sciences program, which was previously deleted. The courses were retained to support remaining student needs and are now no longer necessary. BIOL 310 has replaced the nutrition course (FCS 310).

KINESIOLOGY – DANCE

680SA TANGO DE LA GUARDIA VIEJA
680SC DANCE APPRECIATION

Justification: These experimental courses have been replaced by permanent course offerings.

KINESIOLOGY – FITNESS

FITN 680SD BACK FITNESS

Justification: This experimental course is no longer offered.

KINESIOLOGY

670 VOCATIONAL COOPERATIVE EDUCATION IN KINESIOLOGY

Justification: This course is no longer offered or needed.

KINESIOLOGY – PHYSICAL EDUCATION

680SC THEORY OF COACHING

Justification: This experimental course is no longer offered.

680SD THEORY OF SPORT AND FITNESS MANAGEMENT

Justification: This experimental course has been replaced by a permanent course offering.

MANAGEMENT

455 PROJECT MANAGEMENT SITE EXPLORATION
880SD OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION CONSTRUCTION
INDUSTRY TRAINING
880SE PROJECT MANAGEMENT SITE EXPLORATION

Justification: These courses have not been taught in many years and were planned to be part of a certificate that was never fully developed.

PSYCHOLOGY

238 ARAB CULTURAL PSYCHOLOGY

Justification: This course has not been taught in many years. Additionally, PSYC 230 – Introduction to Cross-Cultural Psychology is being reinstated and will incorporate content from PSYC 238.

301 PSYCHOLOGY OF PERSONAL DEVELOPMENT
390 PSYCHOLOGY OF CONSCIOUSNESS

Justification: These courses have not been taught in many years. Additionally, concepts and theories covered in these courses are included in the content of PSYC 310 – Positive Psychology, which is currently being offered.

PROPOSED CURRICULAR INACTIVATIONS – SKYLINE COLLEGE**AUTOMOTIVE TECHNOLOGY**

- 511 Principles of Hybrid and Electric Drives
- 708 Automotive Principles Lab

PROPOSED CURRICULAR MODIFICATIONS – SKYLINE COLLEGE**BIOLOGY**

- 101 Our Biological World
- 215 Organismal Biology: Core I
- 240 General Microbiology

ECONOMICS

- 102 Principles of Microeconomics

EDUCATION/CHILD DEVELOPMENT

- 210 Early Childhood Education Principles
- 223 Infant and Toddler Development
- 225 Care and Education for Infants and Toddlers
- 240 ECE. Administration I: Business/Legal
- 241 ECE. Administration II: Personnel and Leadership
- 242 Adult Supervision and Mentoring
- 260 Children with Special Needs
- 263 Curriculum and Strategies for Children with Special Needs

FILIPINO

- 120 Advanced Elementary Filipino

HISTORY

- 100 History of Western Civilization I
- 101 History of Western Civilization II

KINESIOLOGY – FITNESS

- 304.1 Walking Fitness I
- 304.2 Walking Fitness II
- 304.3 Walking Fitness III
- 304.4 Walking Fitness IV

SPANISH

- 110 Elementary Spanish
- 120 Advanced Elementary Spanish
- 130 Intermediate Spanish
- 220 Spanish for Spanish Speakers I
- 230 Spanish for Spanish Speakers II

PROPOSED TO BE OFFERED AS DISTANCE EDUCATION – SKYLINE COLLEGE**EDUCATION/CHILD DEVELOPMENT**

- 223 Infant and Toddler Development
- 225 Care and Education for Infants and Toddlers

HISTORY

- 100 History of Western Civilization I
- 101 History of Western Civilization II

KINESIOLOGY – FITNESS

- 304.1 Walking Fitness I
- 304.2 Walking Fitness II
- 304.3 Walking Fitness III
- 304.4 Walking Fitness IV

PROPOSED DEPARTMENT ADDITIONS – SKYLINE COLLEGE**BARBERING (BARB)**

Justification: The Cosmetology faculty and the Business, Education and Professional Programs Division are requesting the establishment of Barbering (BARB) under which to house a proposed new program in barbering. This program will grow course offerings to include a wider variety of students, clients, and state licensure possibilities. The program will be three semesters in length and will prepare students for state licensure as well as a Certificate of Achievement and/or Associate Degree in Barbering. Barbering is a separate license from Cosmetology or Esthetics as recognized by the state of California.

EDUCATIONAL ACCESS (EDAC)

Justification: Educational Access (EDAC) has been created under the Student Equity & Support Programs Division to replace Development Skills (DSKL). The Developmental Skills designation is stigmatizing to students, and students have expressed a reluctance to have such courses indicated on their transcripts. The Developmental Skills designation also reinforces a deficit model of providing support, as it implies a need for remedial work, or that the student is lacking in some way. The new designation of Educational Access is less stigmatizing and is more in line with Skyline College's student ready philosophy of providing students with access to educational resources and supporting their skill building.

ESTHETICS (ESTI)

Justification: The Cosmetology faculty and the Business, Education and Professional Programs Division are requesting the establishment of Esthetics (ESTI) to house the Esthetics curriculum currently offered under Cosmetology. The Esthetic program is two semesters long and prepares students to take and pass the California State Board Exam and earn an Esthetician license as well as a Certificate of Achievement from Skyline College. Offering the curriculum under Cosmetology has caused confusion in navigation for students, as esthetics is not a certificate earned only through Cosmetology; it is an individual license recognized by the state of California.

BOARD REPORT NO. 19-10-2CA

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Dr. Jannett Jackson, Interim President, Skyline College, 738-4111

ACCEPTANCE OF THE UNITED WAY BAY AREA CENSUS 2020 OUTREACH GRANT FOR OCTOBER 2019 THROUGH JULY 31, 2020

United Way Bay Area has granted Skyline College a one-year award of \$15,000 to provide Census 2020 outreach and assistance activities. One of Skyline College's primary goals is to fulfill the college's role as a leading academic and cultural center for the community. SparkPoint and Skyline College will use their status as trusted messengers to increase awareness and participation in the 2020 Census so that people in the community area are not undercounted.

The SparkPoint program will serve as the resource hub at Skyline College and lead the promotion, education and outreach efforts for the college. SparkPoint is a one-stop financial capability and resource center that has been serving students and other community members for years. SparkPoint services include food distribution, public benefits support, financial coaching and scholarships. The program's service population has a large overlap with "Hard to Count" (HTC) populations identified for the entire San Francisco Bay Area and especially with those in northern San Mateo County.

Census 2020 outreach and assistance services will include:

- 1) Disseminating Census 2020 information through emails, a website and materials such as flyers.
- 2) Providing in-person outreach to HTC populations through presentations and workshops and partnerships with faculty and student leaders.
- 3) Holding a town hall and know your rights workshops to create safe spaces to discuss Census 2020.

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the United Way Bay Area Census 2020 Outreach grant for Skyline College in the amount of \$15,000 for one year from October 2019 through July 31, 2020.

BOARD REPORT NO. 19-10-3CA

TO: Members of the Board of Trustees

FROM: Michael Claire, Interim Chancellor

PREPARED BY: Dr. Jennifer Taylor-Mendoza, Vice President of Instruction, Skyline College,
738-4321

**ACCEPTANCE OF MEASURE K GRANT FROM COUNTY OF SAN MATEO TO
KABABAYAN LEARNING COMMUNITY AT SKYLINE COLLEGE**

On February 1, 2019, the San Mateo County Board of Supervisors (Board) held a study session on Measure K expenditures and anticipated revenue for FY 2019-21. Measure K is the half-cent general sales tax initially approved by San Mateo County voters in November 2012 and extended in November 2016 for a total of thirty years. The Board-appointed Measure K subcommittee, consisting of Supervisor Pine and Supervisor Canepa, convened the study session to, among other things, work with staff to facilitate the Board's development of Measure K priorities and continuing initiatives for FY 2019-21. The Board approved \$3.75 million in one-time loans or grants each fiscal year for FY 2019-21, divided equally among the five supervisorial districts, for district-discretionary needs and projects.

Supervisorial District Five has awarded a grant to the Kababayan Learning Community (KLC) at Skyline College in an amount not to exceed \$10,000 to provide for the KLC 15-Year Anniversary Celebration on Saturday, October 12, 2019 at Skyline College from 5:00 to 9:00 p.m. The KLC has been serving Skyline College students for 15 years, and local high school students for six years. The Kapatiran Seminar serves students at two local high schools: South San Francisco and Westmoor. The celebration will consist of performances from the Kababayan Dance Troupe and Pilipino Cultural Night alumni, talks by KLC students, faculty, and staff about their experiences over the past 15 years, a call for volunteers to participate in the Kapamilya Mentoring Program, and a presentation and request for support for the Friends of Kababayan Scholarship through the San Mateo County Community Colleges Foundation.

Funding for the KLC 15-Year Anniversary Celebration contributes to the Shared Vision 2025 outcome of a Collaborative Community, reflecting the goals and priorities for the San Mateo County community through this celebration of the achievements of the high school and community college students who have participated in the KLC, as well as the faculty, staff, community members, friends, and family members who have supported and continue to support them.

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of this one-time Measure K grant in the amount of \$10,000 to the Kababayan Learning Community (KLC) at Skyline College for the KLC 15-Year Anniversary Celebration.

BOARD REPORT NO. 19-10-4CA

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Bernata Slater, Chief Financial Officer, 358-6795

RATIFICATION OF JULY AND AUGUST 2019 DISTRICT WARRANTS

Attached as Exhibits A and B are the warrants in excess of \$10,000 that were issued in the months of July and August 2019 respectively. The schedules include total warrants issued for the subject period in addition to the warrant sequences. The District now seeks Board approval of the warrants listed in the attached Exhibits.

RECOMMENDATION

It is recommended that the Board of Trustees approve the warrants issued during the period July 1, 2019 through August 31, 2019 and ratify the contracts entered into leading to such payments.

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
July 1 - 31, 2019
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
0081360	07/02/19	U.S. Bank National Association ND, .	543,001.06	Districtwide Procurement Card Payment
0081361	07/02/19	BankMobile Technologies, Inc.	87,784.74	Financial Aid Disbursement
0081364	07/02/19	CDW LLC	28,755.82	Districtwide Power Distribution Units
0081372	07/02/19	School Project for Utility Rate Reduction (SPURR)	52,607.95	Utilities
0081373	07/02/19	Sedgwick Claims Management Services. Inc.	41,485.32	Replenish Workers' Compensation Insurance Fund
0081393	07/09/19	Ianniello, Raphaella A.	12,625.00	Corporate Education Lecture Services
0081418	07/09/19	Associated Std-Skyline	100,000.00	Interbank Transfer
0081419	07/09/19	BankMobile Technologies, Inc.	31,849.25	Financial Aid Disbursement
0081420	07/09/19	Blach Construction Company	1,853,069.28	Cañada Building Design and Construction Services
0081421	07/09/19	W.E. Lyons Construction CO.	37,627.88	Cañada Bldg. 9 Envelope Damage Repair Project
0081423	07/09/19	Evisions, Inc	25,472.00	Districtwide Annual License Renewal
0081426	07/09/19	Keenan & Associates	16,250.00	Districtwide Keenan Safe Colleges Trainings
0081435	07/09/19	Siemens Industry, Inc.	31,636.75	Skyline and CSM Fire Alarm Systems and Sprinkler Inspection Services
0081439	07/09/19	SMCCCD Bookstore	14,280.75	Skyline Departmental Supplies Purchases
0081440	07/09/19	SMCCCD Bookstore	15,347.38	CCCE and CSM Departmental Supplies Purchases
0081441	07/09/19	SMCCCD Bookstore	136,347.63	Bookstore Monthly Student Fees Reimbursement
0081442	07/09/19	Swinerton Builders	174,301.00	Construction Program Management Services
0081443	07/09/19	Symplcity Corporation	10,088.00	Districtwide Student and Employee Title IX Case License Renewal
0081446	07/09/19	W.E. Lyons Construction CO.	714,929.70	Cañada Bldg. 9 Envelope Damage Repair Project
0081447	07/09/19	Wood Tech, Inc.	64,740.26	Cañada Furniture Purchase and Installation
0081478	07/11/19	Allana Buick & Bers, Inc.	134,120.25	Cañada and Skyline Construction Consulting Services
0081480	07/11/19	W.E. Lyons Construction CO.	22,156.55	Cañada Bldg. 9 Envelope Damage Repair Project
0081481	07/11/19	W.E. Lyons Construction CO.	37,588.81	Cañada Vista Housing Envelope Damage Repair Project
0081482	07/11/19	CDW LLC	38,937.98	CSM Network Switch System and Software Upgrade
0081483	07/11/19	CIS, Inc	33,598.00	Districtwide Construction Projects Inspection Services
0081484	07/11/19	Coulter Construction Inc.	378,433.54	CSM Learning Communities Modernization Project
0081490	07/11/19	Oracle America, Inc.	14,452.63	Districtwide Software License Renewal and Support Services
0081492	07/11/19	Sally Swanson Architects, Inc.	47,609.50	Districtwide ADA Compliance Consulting Services
0081493	07/11/19	San Mateo County Union Community Alliance	32,463.76	CSM TIP Grant Coordination Related Expenses
0081495	07/11/19	Sedgwick Claims Management Services. Inc.	26,100.00	Workers' Compensation Cash Call Payment
0081496	07/11/19	SM County Community College District	28,350.10	Replenish Flex Spending Account
0081497	07/11/19	SMCCCD Bookstore	15,370.65	CSM Central Copy and Departmental Supplies Purchases
0081498	07/11/19	SMCCCD Bookstore	78,867.83	Districtwide Promise Program Bookstore Expenses
0081502	07/11/19	W.E. Lyons Construction CO.	1,135,162.14	Cañada Vista Housing and Cañada Bldg. 9 Envelope Damage Repair Projects
0081548	07/16/19	Allana Buick & Bers, Inc.	18,051.00	Cañada and Skyline Construction Consulting Services
0081549	07/16/19	American Federation of Teachers	19,816.55	Monthly Union Dues
0081552	07/16/19	BankMobile Technologies, Inc.	63,732.75	Financial Aid Disbursement
0081553	07/16/19	W.E. Lyons Construction CO.	43,450.52	Cañada Vista Housing Envelope Damage Repair Project
0081554	07/16/19	CIS, Inc	33,066.00	Skyline and Cañada Construction Projects Inspection Services
0081556	07/16/19	Coulter Construction Inc.	378,433.54	CSM Learning Communities Modernization Project
0081558	07/16/19	Enterprise FM Trust	10,634.50	Districtwide Leased Vehicles Monthly Payment
0081561	07/16/19	GRD Energy Inc.	32,960.00	Skyline and Cañada Construction Projects Commissioning Services
0081564	07/16/19	Intermountain Electric Company	46,919.79	Districtwide Fire Alarm Panels Upgrade Project
0081565	07/16/19	Knorr Systems, Inc.	15,093.22	CSM Fountains Sand and Filters Replacement Project
0081566	07/16/19	Krueger International, Inc.	42,566.62	Skyline Furniture Purchase

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
July 1 - 31, 2019
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
0081569	07/16/19	Rodan Builders, Inc.	328,196.41	Skyline Building Construction Project
0081570	07/16/19	School Project for Utility Rate Reduction (SPURR)	11,769.45	Utilities
0081572	07/16/19	SMCCCD Bookstore	41,803.88	Skyline Departmental Supplies Purchases
0081573	07/16/19	SMCCCD Bookstore	63,892.58	CCCE and CSM Departmental Supplies and Special Programs Purchases and Loan To Own Payments
0081574	07/16/19	VALIC Retirement Services Company	18,954.00	Monthly Tax Sheltered Annuities Employee Contribution
0081576	07/16/19	W.E. Lyons Construction CO.	825,559.86	Cañada Vista Housing Envelope Damage Repair Project
0081596	07/18/19	CDW LLC	14,514.29	Districtwide IT Equipment Purchase and Technical Support
0081601	07/18/19	Intermountain Electric Company	110,460.98	Districtwide Fire Alarm Panels Upgrade Project
0081603	07/18/19	One Workplace L. Ferrari, LLC	143,768.57	District and Skyline Furniture Purchase and Installation
0081606	07/18/19	Sedgwick Claims Management Services. Inc.	23,149.65	Workers' Compensation Cash Call Payments
0081618	07/23/19	Luan, Jing	19,214.36	International Students Recruitment Expense Reimbursement
0081628	07/23/19	Allana Buick & Bers, Inc.	29,390.00	Cañada and Skyline Construction Consulting Services
0081629	07/23/19	BankMobile Technologies, Inc.	47,714.60	Financial Aid Disbursement
0081630	07/23/19	Blach Construction Company	2,192,189.32	Cañada Design and Preconstruction Services
0081632	07/23/19	W.E. Lyons Construction CO.	29,128.09	Cañada Vista Housing Envelope Damage Repair Project
0081639	07/23/19	McCarthy Holdings Inc.	1,621,488.00	Cañada Construction Project
0081640	07/23/19	Noll & Tam Architects	52,661.00	CSM Parking Lot Design Services
0081645	07/23/19	SMCCCD Bookstore	400,000.00	Districtwide Promise Program SMAC Support to Bookstore
0081646	07/23/19	Swinerton Builders	209,336.00	Construction Program Management Services
0081649	07/23/19	McCarthy Holdings Inc.	84,479.38	Cañada Construction Project
0081651	07/23/19	W.E. Lyons Construction CO.	726,529.01	Cañada Vista Housing and Cañada Bldg. 9 Envelope Damage Repair Projects
0081655	07/23/19	XL Construction Corporation	1,625,646.28	Skyline Construction Project
0081661	07/25/19	CDW LLC	14,182.45	Districtwide IT Equipment Purchases
0081663	07/25/19	Constellation NewEnergy, Inc.	54,866.03	Utilities
0081665	07/25/19	Dell Marketing LP	34,633.42	Cañada and CSM Computer Purchases
0081671	07/25/19	Pacific Dining - Food Service Management	36,220.49	Skyline and Cañada Catering Services and Cafeteria Contracted Services
0081673	07/25/19	School Project for Utility Rate Reduction (SPURR)	33,407.90	Utilities
0081692	07/30/19	BankMobile Technologies, Inc.	21,945.00	Financial Aid Disbursement
0081695	07/30/19	One Workplace L. Ferrari, LLC	201,567.26	Cañada Furniture Purchase and Installation
0081696	07/30/19	San Mateo County Schools Insurance Group	194,477.74	Monthly Dental and Vision Insurance Premiums
0081700	07/30/19	Young Electric Company, Co.	17,051.00	Skyline Electrical Cabling Installation Project
512396	07/02/19	BMI Imaging Systems	35,354.38	Cañada Digital Archiving and Indexing Services
512402	07/02/19	City of Redwood City	25,000.00	Cañada Annual Membership Dues
512409	07/02/19	Foundation for California Community College	26,600.27	Districtwide Fusion Annual License Fee
512426	07/02/19	One Diversified, LLC	27,222.92	Districtwide Audio Conference System Purchases
512429	07/02/19	Pacific Gas & Electric Co	25,773.40	Utilities
512436	07/02/19	RSC Insurance Brokerage, Inc.	1,496,517.00	Districtwide Annual Insurance Premiums
512448	07/02/19	CalPERS	1,689,009.68	Monthly Health Insurance Premium
512464	07/02/19	SMCCC Foundation	15,000.00	Skyline Study Abroad Trip Student Scholarship
512483	07/09/19	B.T. Mancini Co. Inc.	19,742.00	Skyline Carpet Replacement Services
512489	07/09/19	Burning Glass Technologies, LLC	18,500.00	Districtwide Labor Insight Software Annual License Fee
512494	07/09/19	City of Redwood City	17,205.00	Utilities
512495	07/09/19	City of San Bruno	21,602.98	Utilities
512498	07/09/19	Cornerstone Earth Group, Inc.	20,903.60	Cañada Geotechnical Consulting Services
512500	07/09/19	Dais Inc.	18,000.00	Districtwide Mass Alert Notification Annual Subscription Services
512510	07/09/19	Funnelback Inc.	37,500.00	Districtwide External Hosting Services
512511	07/09/19	Grants R Great, Inc.	22,500.00	Cañada Grant Writing Services

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
July 1 - 31, 2019
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
512520	07/09/19	LC Business Systems Corporation	22,590.12	Districtwide Cafeteria POS System Upgrade for Promise Program
512529	07/09/19	Nevada Contractor's Registry, Inc.	26,250.00	Districtwide CurricUNET Annual Support Maintenance and Hosting Fees
512535	07/09/19	Pacific Gas & Electric Co	30,294.09	Utilities
512549	07/09/19	RSC Insurance Brokerage, Inc.	12,402.00	Districtwide Annual Insurance Premium
512556	07/09/19	School Datebooks, Inc.	11,878.33	Cañada Counseling Student Planners Purchase
512558	07/09/19	Severin Intermediate Holdings, LLC	34,624.03	HR Recruiting Services Software Annual Fee
512564	07/09/19	Steinberg Hart	109,400.00	Districtwide Space Planning Services
512568	07/09/19	The Regents of UC - University of California, Merced	12,377.05	Cañada MSEIP activities related expenses reimbursement
512581	07/09/19	Associated Std -Canada	32,090.58	Quarterly Student Fees Reimbursement
512582	07/09/19	Associated Std-CSM	54,660.97	Quarterly Student Fees Reimbursement
512583	07/09/19	Associated Std-Skyline	56,212.91	Quarterly Student Fees Reimbursement
512619	07/09/19	Blach Construction Company	90,664.26	Cañada Building Design and Construction Services
512631	07/09/19	The Guardian Life Insurance Company	15,143.46	Monthly Life Insurance Premium
512648	07/11/19	Comm College League/Calif	77,913.23	CSM Library Database Annual Subscriptions
512683	07/11/19	Coulter Construction Inc.	19,917.55	CSM Building Modernization Project
512691	07/11/19	U.S. Postal Services	10,000.00	CSM Postage Purchase
512695	07/16/19	Altruvistas	37,050.00	Skyline Study Abroad Trip Payment
512701	07/16/19	Rodan Builders, Inc.	16,410.34	Skyline Construction Project
512723	07/16/19	Group 4 Architecture, Research + Planning, Inc.	10,080.00	Skyline Architectural Design Services
512725	07/16/19	Hospitality Investment LLC	21,567.01	Skyline Equity Academy Conference Hospitality Services
512731	07/16/19	Keiser Corporation	10,498.78	Cañada Indoor Cycles Purchase
512733	07/16/19	KTYG Group, Inc.	12,867.50	Skyline Housing Construction Professional Services
512740	07/16/19	MV Transportation, Inc.	11,623.51	Skyline Students Shuttle Services
512745	07/16/19	OmniUpdate, Inc.	30,875.00	Districtwide ITS Software Annual License and Support Services
512746	07/16/19	One Diversified, LLC	218,847.35	Skyline AV Equipment Purchase
512750	07/16/19	Reliable Concepts Corporation	14,850.00	Skyline Observation Window Installation Services
512751	07/16/19	Schools Excess Liability Fund	90,300.60	Districtwide Excess Liability Program Annual Fee
512758	07/16/19	SMDJ LLC	10,675.00	District Advertising Services
512760	07/16/19	Steinberg Hart	111,875.00	Districtwide Space Planning Services
512761	07/16/19	Strata Information Group	176,308.00	Monthly Districtwide Professional and Management Services
512840	07/16/19	Coulter Construction Inc.	19,917.55	CSM Building Modernization Project
512851	07/16/19	U.S. Postal Services	10,000.00	CSM Postage Purchase
512871	07/18/19	California Radiographics, Inc.	15,834.78	Cañada X-Ray Machines Relocation Services
512877	07/18/19	Comm College League/Calif	28,586.75	Skyline Library Database Annual Subscriptions
512879	07/18/19	e-Learning Innovation LLC	40,500.00	Districtwide End User Helpdesk and Support Services Annual Fee
512933	07/23/19	Crowe LLP	42,415.00	Districtwide Audit Services
512958	07/23/19	One Workplace Construction, LLC	194,054.82	Skyline DIRT Wall Configuration Assembly and Installation
512961	07/23/19	Parsons Environment & Infrastructure Group Inc.	29,500.00	Districtwide Impact Software License and Support Services
512971	07/23/19	Signet Testing Laboratories, Inc.	39,334.26	Cañada Construction Project Testing and Inspection Services
512974	07/23/19	Strategic Energy Innovations	36,875.00	Districtwide Climate Corps Fellowship Services
512989	07/23/19	Blach Construction Company	119,311.33	Cañada Building Design and Construction Services
512990	07/23/19	XL Construction Corporation	85,560.34	Skyline Construction Project
513007	07/25/19	Pacific Gas & Electric Co	31,225.70	Utilities
513009	07/25/19	Pacific Gas & Electric Co	14,040.76	Utilities
513010	07/25/19	Pacific Gas & Electric Co	54,028.77	Utilities
513024	07/25/19	Calif Water Service Co	44,621.97	Utilities
513029	07/30/19	Academic Internship Council, LLC	31,320.00	Skyline Students Global Internship Program Expenses

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
July 1 - 31, 2019
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
513036	07/30/19	Corezon Corporation	31,550.00	Skyline Surplus Breakdown and Removal Services
513068	07/30/19	Signet Testing Laboratories, Inc.	31,990.67	Cañada Construction Project Testing and Inspection Services
513072	07/30/19	Strategic Energy Innovations	36,875.00	Districtwide Climate Corps Fellowship Services
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
J2000052	07/16/19	US Treasury - Federal Payroll Tax	389,087.56	Federal Payroll Tax
J2000006	07/01/19	US Treasury - Federal Payroll Tax	1,472,208.29	Federal Payroll Tax
J2000006	07/01/19	EDD - State Payroll Tax	267,062.51	State Payroll Tax
J2000052	07/16/19	EDD - State Payroll Tax	79,676.08	State Payroll Tax
J2000052	07/16/19	EDD - State Payroll Tax	11,317.75	State Tax-Disability Insurance
J2000148	07/30/19	EDD - State Unemployment Payroll Tax	11,462.50	State Tax-Unemployment
J2000021	07/10/19	PERS Retirement	1,148,992.24	PERS Retirement Advance
J2000206	07/25/19	PERS Retirement	18,102.00	PERS Retirement Balance
J2000211	07/23/19	State Teacher Retirement - Cash Balance	38,360.92	STRS Retirement-Cash Balance
J2000019	07/30/19	State Teacher Retirement - Defined Benefit	296,298.83	STRS Retirement-Defined Benefit 95%
J2000066	07/10/19	State Teacher Retirement - Defined Benefit	22,339.05	STRS Retirement-Defined Benefit Bal
J2000210	07/19/19	State Teacher Retirement - Defined Benefit	329,445.06	STRS Retirement-Defined Benefit Bal
<u>SMCCCD Bookstores</u>				
119369	07/24/19	Cengage Learning	15,831.50	Purchase of Inventory
119395	07/24/19	MBS Textbook Exchange	13,731.82	Purchase of Inventory
119405	07/24/19	Pearson Education, Inc	21,607.55	Purchase of Inventory
119409	07/24/19	Promevo	20,096.80	Purchase of Inventory
119417	07/24/19		430,007.32	Salaries and Benefits of May and June 2019
119419	07/24/19	SM CC College District	45,508.84	Purchase of Inventory
EFT 00327	07/31/19	CDTFA	15,551.56	Sales tax balance Quarter ended June 2019
			Subtotal	26,439,241.78 95%
			Warrants Issued ≤ \$10,000	1,437,995.16 5%
			Total Non-Salary Warrants Issued	27,877,236.94 100%
District Accounts Payable	Ck#512385-513081, DD81349-81700		23,499,170.26	
District Payroll	Ck#143400-144234, DD50178924-50182453		11,251,272.16	
SMCCCD Bookstores	CK#119364-119426, EFT 00327		670,554.02	
			<u>Total Warrants Including Salaries - July 2019</u>	<u>35,420,996.44</u>

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
August 1 - 31, 2019
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Nur	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
0081705	08/01/19	U.S. Bank National Association ND, .	224,880.16	Districtwide Procurement Card Payment
0081706	08/01/19	American Federation of Teachers	22,301.77	Monthly Union Dues
0081710	08/01/19	CDW LLC	69,994.54	Districtwide IT Equipment Purchases
0081711	08/01/19	ChargePoint, Inc.	28,928.00	Districtwide EV Stations Network Software Support Services
0081715	08/01/19	Intermountain Electric Company	41,570.34	Skyline LED Display Installation
0081717	08/01/19	Netronix Integration, Inc.	15,308.07	Skyline Campus Cameras Replacement
0081721	08/01/19	VALIC Retirement Services Company	158,233.63	Monthly Tax Sheltered Annuities
0081726	08/06/19	BankMobile Technologies, Inc.	249,246.58	Financial Aid Disbursement
0081727	08/06/19	CalPERS	1,668,718.31	Monthly Health Insurance Premium
0081728	08/06/19	Computerland	74,884.50	Districtwide Creative Cloud Apps License Fee
0081735	08/06/19	Sedgwick Claims Management Services, Inc.	49,678.34	Workers' Compensation Cash Call and Replenish Fund
0081736	08/06/19	Siemens Industry, Inc.	80,874.71	Districtwide Damper Inspection and Testing Services
0081737	08/06/19	SMCCCD Bookstore	54,882.30	Bookstore Monthly Student Fees Reimbursement
0081749	08/08/19	A. Lange Consulting, LLC	12,877.50	Districtwide SAP Migration Consulting and Reporting Services
0081751	08/08/19	Maverick Networks, Inc.	173,453.65	Districtwide Phone System Software, Maintenance and Warranty Services
0081752	08/08/19	One Workplace L. Ferrari, LLC	122,937.03	Skyline Furniture Design, Planning, Purchase and Installation
0081755	08/08/19	Schneider Electric Buildings Americas, Inc.	18,620.80	Districtwide Facilities Management Systems Maintenance Services
0081766	08/13/19	BankMobile Technologies, Inc.	1,714,228.08	Financial Aid Disbursement
0081767	08/13/19	CDW LLC	22,230.91	Districtwide IT Equipment and Support Purchases
0081768	08/13/19	CIS, Inc	50,208.00	Cañada and Skyline Construction Projects Inspection Services
0081773	08/13/19	Sally Swanson Architects, Inc.	54,009.00	Districtwide ADA Compliance Consultation Services
0081784	08/15/19	Santamaria, Carlos J.	19,695.00	CSM Grant Related Consultation Services
0081786	08/15/19	Advance Soil Technology Inc.	54,848.50	Skyline Geotechnical Testing and Consulting Services
0081787	08/15/19	Allana Buick & Bers, Inc.	90,555.00	Skyline Investigation & Evaluation Services and Cañada Vista and Bldg. 9 Envelope Damage Repair Projects
0081793	08/15/19	Lime Design Associates, Inc.	20,000.00	Skyline Design Thinking Workshop Training Services
0081815	08/20/19	BankMobile Technologies, Inc.	401,782.74	Financial Aid Disbursement
0081816	08/20/19	W.E. Lyons Construction CO.	18,474.98	Cañada Bldg. 9 Envelope Damage Repair Project
0081818	08/20/19	Constellation NewEnergy, Inc.	58,082.82	Utilities
0081823	08/20/19	Intermountain Electric Company	14,574.45	Districtwide Fire Alarm Panels Upgrade Project
0081825	08/20/19	Maverick Networks, Inc.	59,635.65	Districtwide Phone System Support and Maintenance Services
0081826	08/20/19	Noll & Tam Architects	21,732.50	CSM Parking Lot Design Services
0081829	08/20/19	SM County Community College District	21,820.76	Replenish Flex Spending Account
0081833	08/20/19	W.E. Lyons Construction CO.	351,024.68	Cañada Bldg. 9 Envelope Damage Repair Project
0081842	08/22/19	CDW LLC	67,573.09	Districtwide IT Equipment Purchases
0081848	08/22/19	Nuventive, LLC	17,627.00	Districtwide TracDat Annual Subscription Renewal
0081850	08/22/19	Rodan Builders, Inc.	47,538.19	Skyline Construction Project
0081877	08/27/19	BankMobile Technologies, Inc.	224,320.95	Financial Aid Disbursement
0081886	08/27/19	One Workplace L. Ferrari, LLC	138,795.47	CSM Furniture Design, Purchase and Installation
0081888	08/27/19	Pacific Dining - Food Service Management	15,188.73	Districtwide Catering Services
0081890	08/27/19	San Mateo County Schools Insurance Group	194,511.67	Monthly Dental and Vision Insurance Premiums
0081891	08/27/19	School Project for Utility Rate Reduction (SPURR)	13,078.54	Utilities
0081907	08/29/19	Advance Soil Technology Inc.	17,428.50	Skyline Geotechnical Testing and Consulting Services
0081908	08/29/19	Blach Construction Company	1,713,356.49	Cañada Design and Construction Services
0081909	08/29/19	W.E. Lyons Construction CO.	45,696.85	Cañada Vista Housing Envelope Damage Repair Project
0081911	08/29/19	Coulter Construction Inc.	18,983.50	CSM White Board Installation Services
0081916	08/29/19	McCarthy Holdings Inc.	840,607.00	Cañada Construction Project
0081920	08/29/19	McCarthy Holdings Inc.	43,981.65	Cañada Construction Project
0081921	08/29/19	W W Grainger Inc	17,001.77	Districtwide Electrical and Maintenance Supplies Purchases
0081922	08/29/19	W.E. Lyons Construction CO.	868,237.35	Cañada Vista Housing Envelope Damage Repair Project

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
August 1 - 31, 2019
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Nur	Check Date	Vendor Name	Check Amount	Description
513082	08/01/19	AECOM Technical Services, Inc.	49,000.00	Districtwide Master Construction Scheduling Consulting Services
513083	08/01/19	Agbayani Construction Corporation	250,800.00	Skyline STEM Center Construction Services
513094	08/01/19	JH Technologies, Inc.	95,516.52	Cañada Microscope Purchases
513096	08/01/19	One Diversified, LLC	303,031.14	Skyline ITS Equipment Purchases
513099	08/01/19	San Mateo Consolidated Fire Department	18,298.32	District and CSM Fire Inspections
513128	08/01/19	Agbayani Construction Corporation	13,200.00	Skyline Construction Project
513139	08/01/19	VALIC	21,883.33	Monthly Tax Sheltered Annuities Employee Contribution
513154	08/06/19	One Diversified, LLC	122,631.70	CSM and Skyline AV Equipment Purchases
513171	08/06/19	Pitney-Bowes Inc.	10,000.00	Cañada Postage Purchase
513173	08/06/19	U.S. Postal Services	10,000.00	Skyline Postage Purchase
513182	08/08/19	Black Rocket Productions LLC	14,960.00	CCCE BAPA Program Lecture Services
513185	08/08/19	City of Redwood City	21,820.80	Utilities
513187	08/08/19	City of San Bruno	40,337.13	Utilities
513191	08/08/19	Griffin Painting, Inc.	20,680.00	Cañada Exterior Painting Services
513225	08/08/19	County of San Mateo	10,356.10	Districtwide Monthly Parking Income Allocation
513227	08/08/19	U.S. Postal Services	10,917.45	CCCE Postage Purchase
513241	08/13/19	Dabblefox LLC	22,500.00	Districtwide Facilities Work Order System License Fee
513264	08/13/19	Simon Wiesenthal Center, Inc.	15,000.00	Districtwide Museum of Tolerance Staff Training Services
513274	08/13/19	The Guardian Life Insurance Company	31,450.33	Monthly Life Insurance Premium
513308	08/15/19	Home Depot USA Inc.	15,332.85	CSM and Skyline Custodial Supplies Purchase
513315	08/15/19	Laerdal Medical Corporation	13,113.00	CSM Instructional Medical Equipment Purchase
513341	08/15/19	Strategic Planning Online, LLC	15,000.00	Skyline SPOL Cloud Software Annual License Fee
513405	08/20/19	Dalmas, Catherine	15,080.00	CCCE BAPA Program Lecture Services
513426	08/20/19	Jamf Holdings, Inc. & Subsidiaries	40,071.19	Districtwide ITS Software Maintenance Support and Training Services
513456	08/20/19	Pacific Gas & Electric Co	50,397.05	Utilities
513458	08/20/19	Peninsula Library System	63,683.00	Districtwide Subscriptions Services
513467	08/20/19	RIMS Corporation	67,861.17	Facilities Electrical Vehicles Purchase
513477	08/20/19	Tact, L3C	13,100.00	Districtwide MogliSMS Software Annual License Fee
513493	08/20/19	Zoom Video Communications, Inc.	34,475.00	Districtwide Cloud-Based Video/Web Conferencing Annual License Fee
513495	08/20/19	Calif Water Service Co	52,819.46	Utilities
513503	08/20/19	SPUS7 HOTEL TRS, LLC	13,921.25	Cañada Accreditation Team Visit Lodging Expenses Deposit Fee
513518	08/22/19	Carahsoft Technology Corporation	20,790.47	Districtwide SAP Software Annual Maintenance and Support Services
513532	08/22/19	Foster Bros. Security Systems Inc.	32,112.21	CSM Classroom Security Hardware Upgrade
513542	08/22/19	Home Depot USA Inc.	19,259.77	CSM and Skyline Custodial Supplies Purchase
513562	08/22/19	Opening Technologies, Inc.	22,560.46	CSM Classroom Security Hardware Upgrade
513563	08/22/19	Pacific Gas & Electric Co	29,689.07	Utilities
513603	08/27/19	A.C.C.J.C.	28,593.00	Cañada Annual Membership Dues
513604	08/27/19	A.C.C.J.C.	28,593.00	CSM Annual Membership Dues
513607	08/27/19	Applied Air Filters Inc.	18,150.10	Skyline Facilities Filters Purchase
513609	08/27/19	AT&T/MCI	12,921.32	Districtwide Telephone Services
513622	08/27/19	College Source, Inc.	10,199.00	Districtwide Online Research System Annual Subscription
513646	08/27/19	iContracts, Inc.	18,800.00	Districtwide Contract Software Annual Subscription
513664	08/27/19	MV Transportation, Inc.	15,504.10	Skyline Students Shuttle Services
513677	08/27/19	Resource Solutions of SF Group, Inc	27,531.00	Cañada Custodial Equipment Purchase
513689	08/27/19	Smartsheet Inc.	13,404.64	Districtwide Enterprise Software Annual License
513694	08/27/19	Travis J. Jones	16,163.96	Skyline Fitness Center Rubber Flooring
513712	08/27/19	Pacific Gas & Electric Co	83,274.68	Skyline College Ridge Housing Project Utilities Contract Prepayment
513718	08/29/19	AECOM Technical Services, Inc.	15,688.00	Districtwide Master Construction Scheduling Consulting Services
513735	08/29/19	CAW Architects, Inc.	24,616.13	CSM Design Build and Construction Consulting Services
513739	08/29/19	Comm College League/Calif	29,401.00	Districtwide Annual Membership Dues
513740	08/29/19	Comm College League/Calif	22,150.00	Districtwide Athletic Annual Membership Dues

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
August 1 - 31, 2019
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Nur	Check Date	Vendor Name	Check Amount	Description
513782	08/29/19	Youth Insurance Agency, Inc.	195,855.00	Districtwide Student Insurance Coverage
513797	08/29/19	Blach Construction Company	89,470.67	Cañada Design and Construction Services
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
J2000257	08/02/19	Mass Mutual 457	32,524.61	Tax Annuity
J2000150	08/01/19	US Treasury - Federal Payroll Tax	1,735,698.27	Federal Payroll Tax
J2000327	08/16/19	US Treasury - Federal Payroll Tax	126,235.40	Federal Payroll Tax
J2000150	08/01/19	EDD - State Payroll Tax	340,794.56	State Payroll Tax
J2000150	08/01/19	EDD - State Payroll Tax	13,569.85	State Tax-Disability Insurance
J2000327	08/16/19	EDD - State Payroll Tax	13,770.32	State Tax-Disability Insurance
J2000299	08/20/19	EDD - State Unemployment Payroll Tax	11,534.25	State Tax-Unemployment
J2000297	08/08/19	PERS Retirement	1,269,651.71	PERS Retirement Advance
J2000476	08/23/19	PERS Retirement	14,087.85	PERS Retirement Balance
J2000284	08/06/19	State Teacher Retirement - Cash Balance	44,405.44	STRS Retirement-Cash Balance
J2000283	08/05/19	State Teacher Retirement - Defined Benefit	574,140.70	STRS Retirement-Defined Benefit 95%
J2000298	08/09/19	State Teacher Retirement - Defined Benefit	30,884.30	STRS Retirement-Defined Benefit Bal
<u>SMCCCD Bookstores</u>				
119428	08/09/19	SM CC College District	105,366.80	College Support for Comm Edu.
119433	08/15/19	Cengage Learning	23,891.25	Purchase of Inventory
119464	08/15/19	McGraw-Hill Education-PE	14,695.00	Purchase of Inventory
119465	08/15/19	McGraw-Hill Companies	34,567.33	Purchase of Inventory
119477	08/15/19	Pearson Education, Inc	45,221.51	Purchase of Inventory
		Subtotal	17,007,223.57	94%
		Warrants Issued ≤ \$10,000	1,044,508.01	6%
		Total Non-Salary Warrants Issued	<u>18,051,731.58</u>	100%
District Accounts Payal	Ck#513082-513799, DD81701-81923		13,489,196.59	
District Payroll	Ck#144235-144751, DD50182454-50184246		11,670,795.96	
SMCCCD Bookstores	CK#119427 - 119505, EFT 92301		<u>362,533.38</u>	
	Total Warrants Including Salaries - August 2019		<u>25,522,525.93</u>	

BOARD REPORT NO. 19-10-102B

TO: Members of the Board of Trustees

FROM: Michael Claire, Interim Chancellor

PREPARED BY: Josè D. Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations, 358-6836

**HEARING OF THE PUBLIC ON CONTRACT AWARD FOR
COLLEGE OF SAN MATEO WATER METERING AND INFORMATION SYSTEM PROJECT
AND APPROVAL OF CONTRACT AWARD**

PROJECT OVERVIEW:

On October 23, 2018, the College of San Mateo (CSM) received notification from the City of San Mateo of a substantial increase in the annual sewer charge (Attachment A). It was later determined at a meeting on January 28, 2019 between representatives from CSM, the District Office, and the City of San Mateo Public Works office that the methodology used by the City to calculate the sewage charge was not accurately accounting for the amount of water entering the City’s sewer treatment system from CSM. All parties agreed to an adjustment of billing methodology if CSM could provide more accurate water use data, as laid out in the February 28th memo (Attachment B).

This project consists of installing water consumption and effluent metering devices in appropriate locations throughout the campus. The associated hardware will be equipped with modern communication devices and connected to the District’s existing utility monitoring software platform. This platform will provide real time visibility into the District’s water use on the CSM campus and in other locations as appropriate; with a specific focus on high use areas and sewer effluent pipelines. It will also serve as a reporting mechanism to the City of San Mateo and other appropriate utility service agencies.

Accurate accounting of water use will save water and energy (the District pumps a significant amount of water, thus each gallon saved results in verifiable energy savings). This information system can also provide additional savings of maintenance and operations costs as well as mitigate future risks of inaccurate fees from local jurisdictions. Beyond technical, financial and operational benefits, this project can also serve as a valuable active learning asset that students, faculty, and staff can use as a “Living Laboratory.”

SELECTION AND PROCUREMENT:

Government Code sections 4217.10 through 4217.18 authorize the District’s Governing Board to enter into an energy service contract for the implementation of energy related improvements on terms that the Governing Board determines are in the best interest of the District, if the anticipated cost to the District for thermal or electrical energy or conservation services provided by the energy conservation contract will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those energy service contracts. The determination must be made at a public hearing at a regularly scheduled meeting for which public notice is given at least two weeks in advance.

The District solicited proposals for the design and construction of the Water Metering and Information System Project on August 26, 2019. Despite extensive outreach and advertising of the project, only one qualified response was provided by Western Allied Mechanical, Inc. on September 17, 2019.

Due to the nature of water use on campus and the costs associated with the current sewer rate, analysis shows annual savings of approximately \$400,000. With a total project cost not to exceed \$975,834, the CSM Water Metering and Information System project will result in a simple payback period of less than three years.

The District published the required public notice of the public hearing in a local newspaper on October 9, 2019.

The project will be funded by Measure H general obligation bonds.

RECOMMENDATION

It is recommended that the Board of Trustees conduct a public hearing on the contract award for the College of San Mateo Water Metering and Information System Project. It is further recommended that the Board authorize the Chief Financial Officer to negotiate and execute a contract with Western Allied Mechanical, Inc. for the College of San Mateo Water Metering and Information System Project in an amount not to exceed \$975,834 as an energy service contract pursuant to Government Code sections 4217.10 through 4217.18.



DEPARTMENT OF PUBLIC WORKS
Brad B. Underwood, P.E., L.S., Director

330 West 20th Avenue
San Mateo, California 94403-1338
Telephone (650) 522-7300
FAX (650) 522-7301
www.cityofsanmateo.org

October 23, 2018

College of San Mateo
Attn: President Michael Claire
College Center Building 10, Room 490
San Mateo, CA 94402

RE: Sewer Service Charge for San Mateo Community College District for Fiscal Year 2018-19

Dear President Claire,

The City of San Mateo charges an annual sewer service charge on customers throughout the city based on their water use and user class. While this charge is typically included on your property tax bill, you will notice that it is not included on this year's bill. I am writing this letter for two reasons: first, to provide your billing amount for the FY 2018-19 sewer charge, since it represents a significant increase.

Second, I would like to explain an important change in the method the City will use to calculate the San Mateo Community College District sewer service charges from this year forward. Since the late 1980s, the City has been significantly discounting the sewer service charge imposed on its four public agency sewer customers. Instead of imposing the full sewer service charge, the City has imposed sewer service charges based only on the operations and maintenance component.

The origin of this practice appears to be a California Supreme Court Decision from 1986 decision involving a capital facilities fee imposed by the San Marcos Water District on the San Marcos Unified School District.¹ The court found the capital facilities fee was, in effect, a special assessment being levied upon the school district. Under Article XIII section 3(b) of the California Constitution, public agencies are exempt from special assessments and on that basis, the Supreme Court invalidated the capacity fee.

In response to the *San Marcos* decision, the City began discounting the sewer charges imposed on its public agency customers to reflect only the operations and maintenance component of the sewer service charges. The amount of the discount was calculated based on the proportion of operations and maintenance costs for the entire sewer fund for the given year. Thus, for years in which the City incurs significant capital costs, public agencies clients received substantial discounts. For example, in FY 17/18, capital costs accounted for 61.97% of the sewer fund expenditures.

¹ San Marcos Water Dist. v. San Marcos Unified School Dist. (1986) 42 Cal.3d 154

In 2006, the State legislature adopted AB 2951, which added several new sections to the Government Code to clarify, and limit, the scope of the *San Marcos* decision. Most importantly for the City, new section 54999.7 defined "capital facilities fee" as follows:

...a nondiscriminatory connection fee, a nondiscriminatory capacity charge, or both. "Capital facilities fee" does not include any other rate, charge, or surcharge, or any capital component thereof.

This definition clarifies that the City's sewer service charge is not a capital facilities fee in the same vein as the fee in the *San Marcos* decision, i.e. a special assessment.² The sewer service charge is precisely that—a charge imposed on all sewer customers based on land use and water consumption that reflects the cost of providing sewer collection and wastewater treatment service to a given property. Section 54999.7 expressly states that capital facility fees do not include service charges, and also expressly allows service charges to include a capital component.

Unfortunately, the City never updated its method for calculating public agency sewer service charges to reflect AB 2951. By using the same billing calculation as all other parcels in the city, San Mateo Community College District's sewer charge for FY 18-19 is \$663,444.94 as shown in the table below.

	Est. Annual usage	Rate per CCF	Multiplier	Calculated Bill
CIP Discount	46,754.4 CCF	\$14.19	38.03%	\$252,308.11
Full Charge	46,754.4 CCF	\$14.19	100%	\$663,444.94

I appreciate the potential impact of such a steep increase on the District's budget. Similarly, I trust that you appreciate the City of San Mateo's interest in ensuring that its sewer service charges are collected fairly, and in full, from all of its customers. If you are concerned about paying the full FY18-19 charge, or would like to discuss an alternative arrangement for paying the San Mateo Community College District's sewer service charge, please contact Cookie Kaplan (kaplan@cityofsanmateo.org) to arrange a meeting. Thank you.

Sincerely,



Brad B. Underwood
Director of Public Works
City of San Mateo

CC: San Mateo Community College District, Executive Vice Chancellor's Office

² The City separately imposes sewer connection fees and capacity charges on certain uses (e.g. new connection fees imposed by the Building Division and the South Trunk Impact Fee imposed on new development in the South Trunk service area). Those fees and charges are distinct from the sewer service charge and not affected by this analysis.

Memorandum

*City of San Mateo
Director of Public Works
330 W. 20th Avenue
San Mateo, CA 94403
(650) 522-7300
Fax: (650) 522-7301*

To: José D. Nuñez, Vice Chancellor for Facilities Planning, Maintenance, and Operations
San Mateo County Community College District

From: Brad Underwood, Public Works Director

Cc: Cookie Kaplan, Abby Veaser
Arlene Calibo - Facilities and Public Safety Business Manager, SMCCCD

Date: April 22, 2019

Re: City Sewer Service Charge for College of San Mateo: FY 18/19 and 19/20

On Monday, January 28, 2019, representatives of the San Mateo County Community College District (District) and College of San Mateo met with staff of the City of San Mateo Public Works Department (City). The parties discussed the updated City Sewer Service Charge for fiscal year (FY) 2018/19, District efforts to properly capture water use that flows to the sewer collection system, and the importance of submeter data to inform future sewer charge calculations.

As detailed in the letter to the District dated October 23, 2018, the City discovered that a historical public agency sewer charge discount was no longer valid and should be discontinued. Removing this discount caused a significant increase to the District's FY 18/19 sewer charge. Also during 2018, the District reached out to the City regarding the high proportion of irrigation on the College of San Mateo's campus and how to deduct this usage from the sewer charge calculations.

At the meeting on 1/28/19, the District committed to install submeters by October 2019 so that the correct volume of sewage can be used to calculate the FY 2020/21 charge. The goal is to measure the wastewater that is processed by the wastewater treatment plant, without the inclusion of fresh water used for irrigation or evaporative cooling (assuming this can be properly broken out). With accurate sewage volumes the District can ensure that they are being billed a proportionate amount for the services received and reduce the recent charge increase.

The City will use the data from the District's water meters to calculate the sewer charge from FY 20/21 onward. Since the City's goal is to use a consistent formula for all customers of the sewer system, the five wet-weather billing months (November through March) will still be the basis for the District's charge. Once the meters have been installed at the College of San Mateo campus, the District will provide the City with the sanitary sewer flow data for these billing months, which would correspond to the use from October through February.

During the first year of this new process, the District should receive the FY 20/21 property tax bills around October of 2020. The City submits sewer charges to the County of San Mateo for inclusion

on the property tax bill by June/July of 2020, based on water use from October 2019 through February 2020. To ensure that there is sufficient time for the City to process the data and submit it to the County, meter data for the future will need to be submitted to City staff in May 2020.

The City will work with the District to develop a submission form or spreadsheet clearly showing each meter, the location it serves, corresponding use/class, and flow for each of the five billing months in CCFs (hundreds of cubic feet). The City anticipates that a site visit will be necessary to confirm the configuration of the metering system and corresponding sites. The District will be responsible for filling out and submitting the meter data to the City and reporting any changes to the meter system with sufficient time to calculate each year's sewer charge.

The City understands the impact that a sharp sewer charge increase has on agencies like the District. To minimize disruption to District services while the submeters are installed, the City has agreed to keep charges in line with historical bills during FY 18/19 and 19/20.

The final sewer service charge for the District was \$174,562.29 in FY 17/18. The City proposes the following charges for FY 18/19 and 19/20:

Fiscal Year 2018/19: \$175,000.00
Fiscal Year 2019/20: \$200,000.00

The enclosed invoice for \$175,000 for FY 18/19 supersedes Invoice #506535 for \$663,444.94 dated November 19, 2018. It is understood that billing will return to the standard volumetric calculation, informed by submeter data, for FY 20/21.

The parties agree to the sewer charges for FY 18/19 and 19/20 as shown in this Memorandum, and the District commits to install meters by October 2019 to provide objective data for the 20/21 charge.

DocuSigned by:

José Nuñez

José Nuñez

Vice Chancellor

San Mateo County Community College District

Date: 4/25/2019 | 10:25 AM PDT

DocuSigned by:

Brad B. Underwood

Brad B. Underwood

Public Works Director

City of San Mateo

Date: 4/27/2019 | 8:48 PM PDT

BOARD REPORT NO. 19-10-103B

TO: Members of the Board of Trustees

FROM: Michael Claire, Interim Chancellor

PREPARED BY: Dr. Tammy Robinson, Vice President, Instruction, Cañada College, 306-3298
Julian Branch, Director of Workforce Development, Cañada College, 306-3428
Sue Harrison, Director of General Services, 358-6879

**APPROVAL OF SOLE SOURCE AGREEMENT WITH STATE CHANCELLOR'S OFFICE
IDENTIFIED KEY TALENT TO DIRECT HEALTH CARE AS A DEPUTY SECTOR
NAVIGATOR AT CAÑADA COLLEGE**

In response to the recent board-approved (19-5-101B) acceptance of funds from the state Chancellor's Office to host the Deputy Sector Navigator for Health, Cañada College is seeking to contract services with Dr. Dayo Diggs, key talent to plan, coordinate and execute all deliverables identified within the approved grant proposal. As such, the state Chancellor's Office, in an effort to support consistent leadership within each statewide sector team, has vetted and approved a pool of qualified individuals in which colleges are highly encouraged to onboard to manage grant efforts.

In adherence to the precedent set by the State Chancellor's Office, Cañada College seeks to contract services with Dr. Dayo Diggs, to facilitate efforts identified by Cañada College, Deputy Sector Navigator for Health grant proposal in the amount of \$180,000.

RECOMMENDATION

It is recommended that the Board approve a sole source agreement with Dr. Dayo Diggs, the key talent identified by the state Chancellor's Office, in the amount of \$180,000.

BOARD REPORT NO. 19-10-104B

TO: Members of the Board of Trustees

FROM: Michael Claire, Interim Chancellor

PREPARED BY: Dr. Tammy Robinson, Vice President, Instruction, Cañada College, 306-3298
Julian Branch, Director of Workforce Development, Cañada College, 306-3428
Susan Harrison, Director, General Services, 358-6879

RATIFICATION OF AGREEMENT FOR SPECIAL SERVICES WITH RH VENTURES

In response to the recent acceptance of Incarcerated and Formerly Incarcerated and CTE Online Pathways grant funds from the state Chancellor's Office (BRD 19-5-3CA), Cañada College seeks to develop a tool in order to create an interface for the population of incarcerated and formerly incarcerated youth. The tool will allow the incarcerated student population a seamless interface between the college resources: the application, counseling, mentoring, interests areas, financial aid, catalog, schedule of classes, student body information and Canvas.

In order to complete the work specified in the grant, Cañada College has identified a firm RH Ventures, which is highly experienced in the area of incarcerated youth. The team includes a subject matter expert with ten years of experience in working with this population and in helping youth with entrepreneurship and employment. Other team members have the technical experience that is necessary for development of the technology.

Government Code 53060 allows the District to contract with persons specially trained, experienced and competent to perform special without a formal bidding process. RH Ventures provides this special experience with incarcerated youth that is not readily available.

RECOMMENDATION

It is recommended that the Board ratify a sole source agreement in an amount not to exceed \$130,000 with RH Ventures for the implementation of the project in support of incarcerated and formerly incarcerated youth.

BOARD REPORT NO. 19-10-105B

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff, 574-6510

STUDENT HOUSING UPDATE AND AUTHORIZATION TO ENGAGE A CONSULTANT TO ASSIST THE DISTRICT WITH PROCESSING THE CONCEPT OF DEVELOPING STUDENT HOUSING AND DEVELOPING OPTIONS FOR CONSIDERATION

At recent meetings, including at its annual retreat on March 16, at its regular meetings on April 24 and July 24, and at its September 25 study session, the Board has discussed the issue of student housing. At the retreat, staff presented a briefing paper for the Board's information and consideration regarding the potential of constructing student housing within the District. The Board's recent discussions have outlined a number of additional topics that require additional discussion and research that go beyond the District's understanding or expertise in this area.

At its September 25 study session, the Board heard from leaders from two prominent regional, non-profit housing organizations who provided an overview of the affordable housing market and a number of factors to consider when further processing the issue of student housing. The Board also received a briefing from staff on next steps in this process and the Board asked staff to formalize that discussion in a written report, which staff has done below.

The Issue

The San Francisco Bay Area suffers from a lack of housing, particularly affordable housing. This issue impacts the District's ability to recruit and retain faculty and staff, which further impacts the District's ability to provide a world-class education to students. The District believes that lack of (affordable) housing also significantly impacts students attending the three colleges.

The District conducted a survey of students in spring 2018 and a sizeable number of students responded that they were experiencing or had experienced housing insecurity over a recent period. This includes inability to pay rent, "couch surfing," and even homelessness.

Growth of Student Housing

About a dozen community colleges across California offer housing for students. Most of these colleges are in rural areas. Recently, other urban and suburban colleges have entered the student housing market, including:

- Santa Rosa Junior College which will have 360 beds and will open in 2022, and
- Orange Coast College which will have 800 beds (via 325 units) and will open in 2020.

The University of California, Davis is also undertaking a massive student housing expansion, adding roughly 3,000 beds and making the project the largest in the nation at this time.

Factors of Change

Developing on-campus student housing will likely require a number of policy, process and operational changes to ensure that students living on campus have the resources and access they need. While there are a host of issues to process on this front, an immediately clear one will likely be the need to operationalize the campus for extended hours of operations for food services, athletic and recreational facilities, safety and security, information technology, etc. Currently, campus facilities generally end operations by 10 p.m. on weekdays and have even more compressed (or no) hours of operations on weekends. Providing services on a year-round basis, not just on the academic calendar will also likely be necessary.

Time to Market

As with any project, planning is essential. The appropriate evaluation and analysis needs to take place and stakeholders need to be engaged. With a project for student housing it will be important to realize that undertaking this effort will be a marathon not a sprint and it will take several years to get to market with a project. In Santa Rosa, they started planning in 2017 and with the fires in 2018, they accelerated their planning out of sheer necessity and they still won't open a housing complex until fall 2022. At Orange Coast, they began planning in 2015, after almost a decade of discussions, and they won't open a complex until fall 2020.

Moving Forward

Realizing that developing student housing will not be achieved immediately, the District has taken/is taking steps to plan for the short term and long term.

1. **Resources for Students:** Realizing that students have immediate needs, the District has assembled (or is in the process of assembling) the following resources for students:
 - a. *www.smccd.edu/housing* - this is an online portal of local housing resources, including rental options, housing advocacy programs and contact information for affordable housing programs. This site is connected to all three college sites and will continue to be refined over time.
 - b. *Sparkpoint* – the District has connected the campus Sparkpoint centers with Samaritan House, the County's official intake agency for emergency housing resources. There is a point of contact at Samaritan House to facilitate District needs.
 - c. *Emergency Fund* – the District is in the process of determining how best to establish and fund an emergency fund (at the Foundation) to aid students in crisis. Staff hopes to have the fund established before the end of the calendar year.

2. **Professional Development:** There are organizations the District can learn from in exploring student housing and there are some immediate opportunities available that staff will be taking advantage of, including:
 - a. *Public Private Partnership (P3) Higher Education Summit* in San Diego (<https://www.p3highereducation.com/home>) – this is a gathering for colleges and universities to learn about P3 partnerships for campus developments, including student housing.
 - b. *Site visits* – a trip is planned in November to visit Santa Rosa Junior College to learn about their housing development process. Staff plans to coordinate a trip to Orange Coast College in December.

Board members are invited to participate in these activities.

- 3. Advice and Counsel:** There is expertise inside the District and throughout the community that can aid the District in assessing this issue and helping the Board process the student housing concept:
- a. *Expert Consultant* – staff would like to engage a consultant, with experience in student housing, to help the District understand and process all of the variables, options and issues relating to student housing.
 - b. *Working Group* – the Chancellor is establishing an internal working group with representatives from finance, facilities, public safety, auxiliary services, student support services, as well as a representative from each participatory governance group, to serve as a coordinating entity to internally process issues and formulate recommendations for the Board.
 - c. *Advisory Group* – the Chancellor intends to establish a Student Needs Advisory Group, comprised of representatives from external organizations to help advise the District on how best to leverage local resources to support students in the areas of housing, food and nutrition, mental health and transportation. The Chancellor will be extending invitations to potential group members in November and anticipates an initial meeting of the Advisory Group in January.
 - d. *Educational Housing Corporation Board of Directors (Housing Board)* – staff will be working with the Housing Board in assessing if there is a role for that organization to plan in the realm of student housing.

Guidance Requested from the Board

To move forward with processing the concept of developing student housing, staff requests guidance from the Board, including:

- 1. Authorization to engage consultant.** There are a host of issues and concepts relating to student housing that go beyond the District's understanding or expertise in this area. To best assist the Board in this process, staff requests authorization to engage a consultant to aid in framing the concept and outlining options for Board consideration. Additionally, the consultant will assist with the development and processing of a market survey/study to determine interest and validate assumptions about the market. This study is a critical first step in determining the viability of a student housing development.
- 2. Establishment of Guiding Principles.** Knowing the Board's expectations and working perimeters is important for staff so that appropriate information, concepts and proposals can be collected and developed to present to the Board for consideration. Staff requests the Board suggest a set of Guiding Principles to aid in this work. An example of one guiding principle might be: *The project must be financially self-sustaining and not be subsidized by the District.*

RECOMMENDATION

Staff recommends the Board of Trustees authorize the engagement of a consultant to assist the District with processing the concept of developing student housing and developing options for consideration.

BOARD REPORT NO. 19-10-3C

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Mitchell Bailey, Chief of Staff, 574-6510

DISCUSSION OF BROADCASTING OF BOARD MEETINGS

On June 12, 2019, the Board discussed the possibility of broadcasting its meetings. At that meeting, staff brought a number of items to the Board's attention relating to broadcasting, including positives and negative impacts, a summary of other Bay 10 practices and anticipated costs for outfitting the Board Room with broadcasting capabilities. This discussion was held in conjunction with a review of the Board's policy on meeting minutes and staff recommendations to modify the way minutes are prepared.

At a subsequent meeting on June 26, 2019, that Board meeting was broadcast through Zoom as an experiment.

The Board has expressed interest in revisiting this issue and will have a discussion on this topic.

BOARD REPORT NO. 19-10-4C

TO: Members of the Board of Trustees
FROM: Michael Claire, Interim Chancellor
PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff, 574-6510

UPDATE ON REQUEST FOR PROPOSALS (RFP) FOR UTILIZATION OF FORMER KCSM-TV SPACE FOR PUBLIC/LOCAL ACCESS BROADCASTING

In spring 2019, the District was approached by a local, nonprofit public broadcasting organization with a proposal to use the space previously occupied by KCSM-TV in Building 9 at College of San Mateo. This space includes studios and offices. Upon reviewing the proposal, the Board determined that it would prefer to issue a public bid for use of the space in the event that other public broadcasting entities might also be interested in using the space.

Based on the Board's conversation, staff has been developing a Request for Proposals (RFP). As part of the proposal package, the general scope of work will include the following conditions:

1. The defined office and studio space is to be used for a public/local access broadcasting purpose.
2. The organization using the space should provide a value add to the College of San Mateo (and/or SMCCCD) by making internships available to students and broadcasting opportunities available to promote the College/District or educate the public the College/District (i.e. public service announcements, event broadcasting, etc.).
3. The organization using the space is to be a registered not for profit entity as recognized by the IRS.
4. The organization using the space is to be headquartered in the San Francisco Bay Area, with preference given to San Mateo County.
5. The leasing organization is to utilize existing District services (maintenance/custodial) as part of their operation and those fees will be included in any use permit arrangement.

Staff anticipates releasing the RFP at the end of October 2019, and allowing six weeks for responses. After responses are received, the proposals will be evaluated and staff will make a recommendation to the Board for acceptance of a proposal in January 2020.