



**Wednesday, May 22, 2024**  
**REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES**

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT**

**Closed Session 5:00 p.m.; Open Session 6:00 p.m.**  
**In person at 3401 CSM Drive, San Mateo, CA 94402**

**Members of the Public may also participate via Zoom.**  
**Zoom Meeting ID - <https://smccd.zoom.us/j/89171330655>**  
**Dial-In: 1-669-900-9128 - Webinar ID: 891 7133 0655**

**NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS**

**OBSERVING THE MEETING**

**Members of the public who wish to observe the meeting in-person or remotely by accessing the link or calling the following telephone number above at the beginning of the meeting.**

**PROVIDING PUBLIC COMMENT DURING THE MEETING ON NON-AGENDA ITEMS**

**To make a comment regarding a non-agenda item, members of the public:**

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or**
- (2) If remote, once in the Zoom meeting (via above link), can utilize the raise hand function at the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who raise their hand will be called upon in the order they appear.**
- (3) Members of the public making comment are reminded of the 3-minute time limit for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.**

**PROVIDING PUBLIC COMMENT DURING THE MEETING ON AGENDA ITEMS**

**To make a comment regarding an item on the agenda, members of the public:**

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or**
- (2) If remote, once in the Zoom meeting (via above link), can utilize the raise hand function at the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who raise their hand will be called upon in the order they appear.**
- (3) Members of the public making comment are reminded of the 3-minute time limit for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.**

**ACCOMMODATIONS**

**Persons with disabilities who require an accommodation or service should contact the Chancellor's Office (650) 358-6877 at least 24 hours prior to the Board meeting.**

**1. CLOSED SESSION - 5:00 p.m.**

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<b>Subject</b>	<b>1.1 Call to Order / Roll Call</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 1. CLOSED SESSION - 5:00 p.m.  
Access Public  
Type Procedural

## **2. CLOSED SESSION ITEMS FOR DISCUSSION**

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**Subject 2.1 Pursuant to Gov. Code §54956.9 (d)(2), (d)(4), and (h): Conference with Legal Counsel - Anticipated Litigation: Significant Exposure to Litigation - Number of Potential Cases: 3**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

TO:

FROM:

PREPARED BY:

**Subject 2.2 Pursuant to Gov. Code §54957: Public Employee Performance Evaluation: Chancellor**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

**Subject 2.3 Pursuant to Gov. Code, §54957: Discussion of Complaint Against Employee**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type

**Subject 2.4 Pursuant to Gov. Code, §54957: Public Employee Discipline/Dismissal/Release (2 matters)**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

**Subject** **2.5 Pursuant to Gov. Code 54956.95 Liability Claims | Workers' Compensation Claim: One Case | Agency Claimed Against: San Mateo County Community College District**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

**Subject** **2.6 Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Julie Johnson Employee Organization: AFT**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

### **3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY**

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**Subject** **3.1 Comments by Community Members**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Access Public

Type Information

### **4. CLOSED SESSION**

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**Subject** **4.1 Recess to Closed Session**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 4. CLOSED SESSION

Access Public

Type Procedural

### **5. OPEN SESSION - 6:00 p.m.**

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**Subject** **5.1 Call to Order / Roll Call / Pledge of Allegiance**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 5. OPEN SESSION - 6:00 p.m.

Access Public

Type Procedural

**Subject** **5.2 Announcement of Any Reportable Action Taken in Closed Session**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 5. OPEN SESSION - 6:00 p.m.  
Access Public  
Type Information, Procedural

**Subject** **5.3 Discussion of the Order of the Agenda**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 5. OPEN SESSION - 6:00 p.m.  
Access Public  
Type Discussion

## **6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES**

**Subject** **6.1 Chancellor and Chancellor's Cabinet**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES  
Access Public  
Type Informational

File Attachments  
[SMCCCD President's Report to the Board 5 22 24.pdf \(1,206 KB\)](#)

Admin Content  
October Executive Board Report to be attached.

**Subject** **6.2 District Academic Senate**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES  
Access Public  
Type Informational

**Subject** **6.3 Student Trustee and/or Associated Student Body**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES  
Access Public

Type Informational

## **7. RECOGNITION OF STUDENT TRUSTEE, ARTHUR VELOSO NEPOMUCENO DA SILVA**

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**Subject** 7.1 Recognition of Student Trustee, Arthur Veloso Nepomuceno da Silva (10 Mins.)

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 7. RECOGNITION OF STUDENT TRUSTEE, ARTHUR VELOSO NEPOMUCENO DA SILVA

Access Public

Type Informational, Procedural

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

### **RECOGNITION OF STUDENT TRUSTEE, ARTHUR VELOSO NEPOMUCENO DA SILVA**

Student Trustee Veloso has served as Student Trustee for the past 12 months. Student Trustee Veloso has served with distinction and has worked tirelessly and collaboratively with her student constituents and other district stakeholder groups. In addition, Student Trustee Veloso was instrumental in organizing the district's inaugural Queer Students of Color Conference, which was held on March 8, 2024 at Skyline College. Student Trustee Veloso has fulfilled all requirements of the office as specified in the Education Code and Board Policies.

## **8. CELEBRATORY RECESS**

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**Subject** 8.1 Recess in Honor of Student Trustee Arthur Veloso Nepomuceno da Silva (15 Mins.)

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 8. CELEBRATORY RECESS

Access Public

Type Procedural

## **9. PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS**

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**Subject** 9.1 Presentation from Associated Students of Skyline College (5 Mins.)

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 9. PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

Access Public

Type Informational

## **10. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS**

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**Subject** **10.1 AFT, Local 1493**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 10. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS  
Access Public  
Type Information

**Subject** **10.2 CSEA, Chapter 33**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 10. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS  
Access Public  
Type Information

**Subject** **10.3 AFSCME, AFL-CIO, Local 829, Council 57**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 10. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS  
Access Public  
Type Information

## **11. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

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**Subject** **11.1 Comments by Community Members**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 11. PUBLIC COMMENTS ON NON-AGENDA ITEMS  
Access Public  
Type Information

## **12. APPROVAL OF MINUTES**

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**Subject** **12.1 Approval of Minutes from April 24, 2024 Regular Meeting of the Board of Trustees (5 Mins.)**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 12. APPROVAL OF MINUTES  
Access Public  
Type Action  
Fiscal Impact No  
Budgeted No

Recommended  
Action

It is recommended that the Board of Trustees approve the presented minutes.

TO: Members of the Board of Trustees  
FROM: Melissa Moreno, J.D., Chancellor  
PREPARED BY: Candice E. Bell, Executive Assistant to the Board

### APPROVAL OF MINUTES FROM APRIL 24, 2024 REGULAR MEETING OF THE BOARD OF TRUSTEES

Minutes are to specifically reflect reportable Actions taken by the Board of Trustees during the times at which they meet. Minutes do not have to reflect verbatim statements or comments by any Member of the Board, Faculty, Staff, and/or Community Member(s). We encourage all to visit the San Mateo County Community College District's website to view the recorded Board Meetings in order to review and/or hear detailed statements or comments.

#### RECOMMENDATION

It is recommended that the Board of Trustees approve the presented minutes.

File Attachments  
[2024-04-24 Minutes.pdf \(236 KB\)](#)

## 13. NEW BUSINESS

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<b>Subject</b>	<b>13.1 Approval of Personnel Items</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. NEW BUSINESS
Access	Public
Type	Action
Recommended Action	It is recommended that the Board of Trustees approve the attached Personnel Report.

TO: Members of the Board of Trustees  
FROM: Melissa Moreno, J.D., Chancellor  
PREPARED BY: Julie Johnson, Chief Human Resources Officer  
David Feune, Director, Human Resources

### APPROVAL OF PERSONNEL ITEMS

Staff presents in the attached report for the Board's consideration and recommendations for approval of 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.

File Attachments  
[Approval of Personnel Items 05-22-24.pdf \(383 KB\)](#)

**Subject** 13.2 Approval of Revision to Miscellaneous Pay Rates Salary Schedule

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 13. NEW BUSINESS

Access Public

Type Action

Recommended Action It is recommended that the Miscellaneous Pay Rates Salary Schedule be revised, effective June 1, 2024, as indicated on the attached pay schedule.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, Chancellor

PREPARED BY: Julie Johnson, Chief Human Resources Officer  
David Feune, Director, Human Resources

### APPROVAL OF REVISION TO MISCELLANEOUS PAY RATES SALARY SCHEDULE

The Miscellaneous Pay Rates Salary Schedule was originally established by the Board of Trustees in 1989 (Board Report No. 89-7-3A) for selected services not covered by other District salary schedules. The classifications are designed to supplement current staff services on a short-term basis, and constitute temporary, at-will employment for special District services and projects.

Staff recommends revising the Miscellaneous Pay Rates Salary Schedule to reflect changes to the hourly rates for the following miscellaneous classifications. The proposed adjustments are as follows:

**Shuttle Driver:**

- **Current Hourly Pay Rate:** \$16.50
- **Proposed Hourly Pay Rate:** \$21.50
- **Description:** Drive district-issued passenger vans for various events, programs, meetings, and tours.

**College Physician:**

- **Prior Hourly Pay Range:** \$110.00 - \$125.00
- **Current Hourly Pay Range:** \$110.00 - \$140.00
- **Description:** Plans, implements and leads professional College health care services in conjunction with public health nursing staff; provides medical advice 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, organizations and other groups as assigned.

**EMT Proctor:**

- **Prior Hourly Pay Rate:** \$25.00
- **Current Hourly Pay Range:** \$25.00 - \$50.00
- **Description:** Assist instructors in various classes by evaluating skills testing using standardized competencies as prescribed by the National Registry, which can result in work assignments varying from one to several class sessions per semester. EMT certification is required.

**Recommendation**

It is recommended that the Miscellaneous Pay Rates Salary Schedule be revised, effective June 1, 2024, as indicated on the attached pay schedule.

File Attachments  
[Miscellaneous Pay Salary Schedule\\_eff 6-1-24.pdf \(354 KB\)](#)



## 14. CONSENT AGENDA

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<b>Subject</b>	<b>14.1 Approval of Service Award for 2023-2024 Student Trustee Arthur Veloso Nepumuceno da Silva</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	14. CONSENT AGENDA
Access	Public
Type	Action
Preferred Date	May 24, 2023
Recommended Action	It is recommended that the Board authorize payment of a service award to Student Trustee Arthur Veloso, in accordance with Board Policy 1.05, as described above.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Candice E. Bell, Executive Assistant to the Board

### **APPROVAL OF SERVICE AWARD FOR 2023-2024 STUDENT TRUSTEE ARTHUR VELOSO NEPUMUCENO DA SILVA**

Currently, the Student Trustee earns a maximum of \$459.90 per month for serving as Trustee, since January 2024. Prior to February 2024, when the Board received a compensation increase, the Student Trustee earned a maximum of \$438 per month, from July through December 2023. The Student Trustee is eligible, at the Board's discretion, for a service award if they have fulfilled the duties of the position for a 12-month period, in an amount equal to the total already earned during their 12-month term.

Student Trustee Arthur Veloso has served as Student Trustee for the past 12 months and has fulfilled all requirements of the office as specified in the Education Code and Board Policies.

### **RECOMMENDATION**

It is recommended that the Board authorize payment of a service award to Student Trustee Arthur Veloso, in accordance with Board Policy 1.05, as described above.

<b>Subject</b>	<b>14.2 Curricular Additions, Deletions and Modifications - Cañada College, College of San Mateo, and Skyline College</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	14. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	May 22, 2024
Absolute Date	May 22, 2024

Fiscal Impact	No
Budgeted	No
Budget Source	n/a
Recommended Action	It is recommended that the Board approve the attached curricular changes for the Cañada College, College of San Mateo, and Skyline College catalogs.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

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

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

The addition of eight courses to, and the inactivation of thirty-one courses and four programs from, the College catalogs are proposed by Cañada College, College of San Mateo, and Skyline College at this time. Additionally, six courses are proposed to be offered in the distance education mode.

Furthermore, ninety-eight courses and twenty-two programs were modified, and six courses were reactivated.

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

File Attachments  
[Brd 05-22-24 Attachment A CAN.pdf \(111 KB\)](#)  
[Brd 05-22-24 Attachment B CSM.pdf \(89 KB\)](#)  
[Brd 05-22-24 Attachment C SKY.pdf \(108 KB\)](#)

*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 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.*

<b>Subject</b>	<b>14.3 Authorization to Execute Contract with Constellation Newenergy - Gas Division, LLC for Provision of Non-Core Natural Gas Energy Services Districtwide</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	14. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	May 22, 2024

Absolute Date May 22, 2024

Fiscal Impact No

Budgeted Yes

Budget Source local funds

Recommended Action It is recommended that the Board of Trustees authorize the Chancellor, or designee, to execute a new agreement with Constellation NewEnergy – Gas Division, LLC for provision of non-core natural gas energy services districtwide, as detailed above. The term will be effective July 1, 2024 to June 30, 2027 with a provision to renew for an additional two-year term.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Michele Rudovsky, Chief Facilities and Operations Officer

**AUTHORIZATION TO EXECUTE CONTRACT WITH CONSTELLATION NEWENERGY – GAS DIVISION, LLC FOR PROVISION OF NON-CORE NATURAL GAS ENERGY SERVICES DISTRICTWIDE**

On April 24, 2024 (Board Report No. 12.4), the Board authorized the District to execute a new agreement with an energy service provider for provision of non-core natural gas services districtwide. Non-core gas accounts comprise 95% of districtwide annual gas usage (approximately 1.15 million therms). PG&E does not supply commodity for non-core accounts so the viable option is to continue going with a third party supplier. Non-core customers have lower PG&E distribution charges and are given lower priority during curtailment periods.

In the Spring of 2024, School Project for Utility Rate Reduction (SPURR) who is the District's current non-core gas provider, conducted a Request for Qualifications and Proposals (RFQP) seeking qualified vendors to provide retail natural gas commodity service for non-core accounts. SPURR's RFQP process has resulted in an award for noncore retail gas supply to Constellation NewEnergy - Gas Division, LLC (Constellation). The District will sign Constellation's "enabling agreement," called a Master Retail Natural Gas Supply Agreement (MRGSA) and proceed with a transaction confirmation of an initial procurement option for First of Month Index for 36 months. This First of Month Index option also allows the District to convert to fixed pricing at any time. The First of Month, Natural Gas Intelligence (NGI) publication, is a market variable index-based price with a specified premium. This procurement option applies to monthly contractual volumes determined at contract execution. Gas priced at index can later be converted to fixed prices for specified volumes for future months.

**RECOMMENDATION**

It is recommended that the Board of Trustees authorize the Chancellor, or designee, to execute a new agreement with Constellation NewEnergy – Gas Division, LLC for provision of non-core natural gas energy services districtwide, as detailed above. The term will be effective July 1, 2024 to June 30, 2027 with a provision to renew for an additional two-year term.

*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 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.*

**Subject 14.4 Acceptance of Grant Funds from the Regional K-16 Collaboratives Grant Program**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category	14. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	May 22, 2024
Absolute Date	May 22, 2024
Fiscal Impact	No
Budgeted	No
Recommended Action	It is recommended that the Board of Trustees authorize acceptance of the grant funds in the amount of \$150,000 from San Francisco State University, as a sub-recipient of the Regional K-16 Collaboratives Gran Program, as part of the Bay Area K-16 Collaborative.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Aaron McVean, Vice Chancellor of Educational Services and Planning

#### **ACCEPTANCE OF GRANT FUNDS FROM THE REGIONAL K-16 COLLABORATIVES GRANT PROGRAM**

The K-16 Program is part of a statewide strategy for strengthening education-to-workforce pathways and ensuring that education, vocational, and workforce programs work in partnership to address the income, racial, and gender inequalities in education and employment. The California Department of General Services (DGS), Office of Public School Construction (OPSC) established and administers the competitive grant program to support regional K-16 education collaboratives that create streamlined pathways from high school to postsecondary education and into the workforce.

The Bay Area K-16 Collaborative is coalescing regional networks and industry around equity pathways in: Education, Engineering/Computing, and Healthcare/Biotechnology. Three subregions, anchored by CSU campuses and local partners, drive pathway innovation in the East Bay, San Francisco/Peninsula, and San José regions. The partners will remove barriers to degree completion, accelerate transfer success, increase equitable participation in early college credit, and expand workbased learning. The SMCCCD is a partner and sub-grantee for the Bay Area K-16 Collaborative as part of the San Francisco/Peninsula sub-region.

#### **RECOMMENDATION**

It is recommended that the Board of Trustees authorize acceptance of the grant funds in the amount of \$150,000 from San Francisco State University, as a sub-recipient of the Regional K-16 Collaboratives Gran Program, as part of the Bay Area K-16 Collaborative.

*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 Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.*

### **15. OTHER RECOMMENDATIONS**

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**Subject** **15.1 Adoption of Resolution 24-08: Supporting Loneliness as a Public Health Crisis in San Mateo County (5 Mins.)**

**Meeting** May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 15. OTHER RECOMMENDATIONS  
Access Public  
Type Action  
Recommended Action It is recommended the Board of Trustees adopt Resolution 24-08 supporting loneliness as a public health crisis in San Mateo County.

File Attachments  
[Resolution 24-08 Loneliness.pdf \(71 KB\)](#)

**Subject 15.2 Adoption of Resolution 24-09: Resolution in Honor of Jewish American Heritage Month (5 Mins.)**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 15. OTHER RECOMMENDATIONS  
Access Public  
Type Action  
Recommended Action It is recommended by administration and staff to adopt Resolution 24-09 in honor of Jewish American Heritage Month.

File Attachments  
[Resolution 24-09 Jewish American Heritage Month.pdf \(71 KB\)](#)

**Subject 15.3 Adoption of Resolution 24-10: Resolution in Honor of Classified School Employee Week (5 Mins.)**

Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 15. OTHER RECOMMENDATIONS  
Access Public  
Type Action  
Recommended Action It is recommended by administration and staff to adopt Resolution 24-10 in honor of Classified School Employee Week.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Annette M. Perot, President, San Mateo County Community College District Chapter 33 of California School Employees Association

**ADOPTION OF RESOLUTION 24-10: RESOLUTION IN HONOR OF CLASSIFIED SCHOOL EMPLOYEE WEEK**

The third full week of May (19th through 25th) has been designated as Classified School Employee Week in California by the California School Employees Association and the California state Legislature.

To recognize the event locally, CSEA's San Mateo CCD Chapter 33 requests you to adopt the attached resolution.

## RECOMMENDATION

It is recommended by administration and staff to adopt Resolution 24-10 in honor of Classified School Employee Week.

File Attachments

[Resolution 24-10 Classified School Employee Week.pdf \(12 KB\)](#)

<b>Subject</b>	<b>15.4 Revisions to the Agreement between SMCCCD and San Mateo Colleges Educational Housing Corporation (5 Mins.)</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	15. OTHER RECOMMENDATIONS
Access	Public
Type	Action
Recommended Action	It is recommended that the Board of Trustees approve the attached third revision to the Agreement between SMCCCD and the San Mateo County Colleges Educational Housing Corporation.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: David McLain, Interim Executive Director of Community and Government Relations

### REVISIONS TO THE AGREEMENT BETWEEN SMCCCD AND SAN MATEO COLLEGES EDUCATIONAL HOUSING CORPORATION

An Agreement between the San Mateo County Community College and the San Mateo County Colleges Educational Housing Corporation was developed and approved by the Board of Trustees in March 2005, nine months before College Vista opened. Minor revisions were made in August 2006.

The Agreement states that the Educational Housing Corporation Board and the Board of Trustees shall review its terms every five (5) years and amend them, if necessary.

A second amendment was approved by the Board of Trustees on July 27, 2011. That amendment changed the definition of "Property" to include Cañada Vista; increased the contract value requiring Housing Corporation approval from \$10,000 to \$25,000; and made changes in insurance requirements.

After a recent review, District staff brought an updated Agreement to the February 1, 2024 Housing Board meeting with suggested edits for discussion. The major updates are:

- Updating Recital D: College District is a community college district of the State of California and is the owner of the land and residential property known as College Vista located at 3403 and 3405 CSM Drive, San Mateo CA 94402, Cañada Vista located at 1, 2 and 3 Olive Court, Redwood City CA 94061, and College Ridge located at 10 and 12 Miraluna Drive, San Bruno, CA 94066 (the "Property").
- Deleting Section A.11: ~~The Housing Corporation shall participate in fundraising as needed for programs, projects or activities that benefit the Property and/or its residents.~~

- Updating Section C.2: ~~Housing Corporation~~ College District will provide Directors and Officers liability insurance (D&O insurance) covering Housing Corporation's directors and officers.

These updates were brought back to the Housing Board at the May 2, 2024, meeting and approved unanimously. The updated Agreement is now being presented to the Board of Trustees for final approval.

A marked-up and clean version of the Agreement is attached.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the attached third revision to the Agreement between SMCCCD and the San Mateo County Colleges Educational Housing Corporation.

File Attachments  
[Markup Housing Corp Agreement 3rd Amend 5-22-24.pdf \(151 KB\)](#)  
[Clean Housing Corp Agreement 3rd Amend 5-22-24.pdf \(149 KB\)](#)

**Subject**                                **15.5 Adoption of Performance Auditor 2024-2025 Annual Plan (5 Mins.)**

Meeting                                    May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category                                  15. OTHER RECOMMENDATIONS

Access                                      Public

Type                                        Action

TO:        Members of the Board of Trustees

FROM:    Melissa Moreno, J.D., Chancellor

**ADOPTION OF PERFORMANCE AUDITOR 2024-2025 ANNUAL PLAN**

Performance Auditor invites review and approval of the 2024-2025 annual plan, as attached.

File Attachments  
[Final FY 2025 PerformanceAuditPlan \(1\).pdf \(201 KB\)](#)

**Subject**                                **15.6 Create Ad Hoc Committee on Further Compensation Study (5 Mins.)**

Meeting                                    May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category                                  15. OTHER RECOMMENDATIONS

Access                                      Public

Type                                        Action

Recommended Action                It is recommended that the Board of Trustees determine who will serve on the Ad Hoc committee for this study.

TO:        Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

### **CREATE AD HOC COMMITTEE ON FURTHER COMPENSATION STUDY**

At its last Regular Meeting on April 24, 2024, the Board of Trustees requested the creation of an Ad Hoc committee to further delve into the report provided by Victoria Simmons on compensation, and determine whether further study is warranted.

### **RECOMMENDATION**

It is recommended that the Board of Trustees determine who will serve on the Ad Hoc committee for this study.

<b>Subject</b>	<b>15.7 Approval of Sole Source Contract Renewal with Evisions (5 Mins.)</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	15. OTHER RECOMMENDATIONS
Access	Public
Type	Action
Recommended Action	It is recommended that the Board of Trustees approve the sole-source purchase for the renewal of Evisions software subscription and services commencing on July 1, 2024 for a period of five years in an amount not to exceed \$203,911. After five years, ongoing annual subscription fees will apply.

TO: Members of the Board of Trustees

FROM: Melissa Moreno J.D., Chancellor

PREPARED BY: Daman Grewal, Chief Information Officer  
Yanely Pulido, Director, General Services

### **APPROVAL OF SOLE SOURCE CONTRACT RENEWAL WITH EVISIONS**

Over the past 20 years, the District has been utilizing a suite of three applications from Evisions; Argos, Intellecheck, and Form Fusion. These applications are integral to the District's business processes and reporting needs.

- Argos is an enterprise reporting platform. This is the District's primary reporting application for generating reports from Banner data and it is used on a daily basis by all functional business groups. Argos replaced the use of Oracle Reports for primary reporting after the Oracle Forms & Reports product, which was required for older versions of Banner, reached end of life. The District currently has approximately 300 reports available in Argos, with more being developed regularly.
- Intellecheck is a utility for formatting checks which supplements the very limited capabilities available from the Banner Finance and Human Resource modules. It integrates to Banner and provides the capability of formatting check output to utilize any paper form we wish. It also provides automated notifications of direct deposit transactions. Intellecheck is utilized by the Accounts Payable and Payroll departments.
- Form Fusion is a Banner-integrated utility which allows the customization of output from Banner processes, including adding additional information which is not included in the output Banner produces.

Public Contract Code Section 20651 requires that all purchases valued over \$114,500 be formally bid and awarded by the governing board. The cost of renewing the Evisions Software License Agreement exceeds the formal bid threshold; however, Evisions has provided documentation stating that they are the "sole provider and sole resource" for these products built specifically for Ellucian Banner clients. As a result, the District has determined that there is no practical value in advertising for and receiving bids because Evisions is the sole source for acquiring the needed products, support, and product maintenance. Therefore, the District requests approval to renew the Evisions Software License agreement through a sole source purchase for a five-year term total:



2024-2025:	\$37,647
2025-2026:	\$39,154
2026-2027:	\$40,719
2027-2028:	\$42,348
2028-2029:	\$44,043

## RECOMMENDATION

It is recommended that the Board of Trustees approve the sole-source purchase for the renewal of Evisions software subscription and services commencing on July 1, 2024 for a period of five years in an amount not to exceed \$203,911. After five years, ongoing annual subscription fees will apply.

<b>Subject</b>	<b>15.8 Temporary Suspension of Board Policy 6.04 - Minimum Class Size Guidelines (10 Min.)</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	15. OTHER RECOMMENDATIONS
Access	Public
Type	Action
Preferred Date	May 22, 2024
Absolute Date	May 22, 2024
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	VARIOUS
Recommended Action	It is recommended that the Board approve the temporary suspension of BP 6.04 through the Spring 2025 registration period. An 'Aye' vote will result in setting the minimum class size guidance for course section cancellations temporarily at 10 students for the Fall 2024 and Spring 2025 semesters. A 'No' vote will result in reverting to the current BP 6.04 which sets the minimum class size guidance for course section cancellations at 20 students.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Aaron McVean, Vice Chancellor of Educational Services and Planning

## TEMPORARY SUSPENSION OF BOARD POLICY 6.04 - MINIMUM CLASS SIZE GUIDELINES

### SUMMARY

At its June 28, 2023 regular meeting, the Board of Trustees approved the temporary suspension of its Board Policy (BP) 6.04 – Minimum Class Size Guidelines through the Summer 2024 term. During this time, the minimum class size guideline was set to 10 students for the Fall 2023, Spring 2024, and Summer 2024 terms. The temporary suspension of BP 6.04 was set to end on August 3, 2024. Due to the time needed to complete the participatory governance process for recommendation of a revised Board Policy, and the work required to develop an associated Administrative Procedure for class cancellations, it is recommended that the Board continue its suspension of the existing BP 6.04 one more time through the registration period for the Spring 2025 semester. It is expected that DPGC and its

constituent groups recommend a revised BP no later than November 14, 2024 (in order to be in effect in time for Summer 2025 term registration). The District administration will return with a recommendation at its Regular Meeting on November 20, 2024 to either adopt a new BP or revert back to BP 6.04.

## BACKGROUND

During the COVID-19 global pandemic, the District negotiated a series of MOUs with the AFT that, in part, temporarily suspended the Minimum Class Size Guidelines outlined in BP 6.04, to reduce the number of students that served as a guideline for class section cancellation from twenty (20) to ten (10) students. At the conclusion of these MOUs, the Chancellor, through executive action related to recovery from the COVID-19 global pandemic, continued the temporary suspension of the twenty (20) student minimum class size guideline. At its meeting on November 30, 2022, the Board of Trustees received a report and presentation on the impacts of class cancellations as they related to the existing minimum class size guidelines included in BP 6.04. Subsequently, the District Participatory Governance Council (DPGC) received the same report and presentation and discussed potential changes to BP 6.04 at its regular Spring 2023 meetings. Ultimately, DPGC recommended a series of changes to BP 6.04, including a permanent change of the minimum class size guideline for class cancellations to ten (10) students. This recommendation was forwarded to the Chancellor for consideration, per [BP 2510](#). Following the Chancellor's Cabinet review and discussion of the recommended changes from DPGC, the Chancellor drafted a separate recommendation, incorporating some of the changes recommended by DPGC, modifying others, and adding some additional clarifying language. This recommendation was provided to the Board as a first read, at its May 24, 2023 regular meeting. Based on the May 24, 2023 discussion of the Board, the Chancellor recommended continuing the temporary suspension of the current BP 6.04 minimum class size of 20 students for the 2023-24 academic year, including the 2024 summer session, to allow time for more study and discussion of the issue with DPGC and the Board during the 2023-24 academic year.

At its Study Session on November 8, 2023, the Board of Trustees received a report and engaged in a discussion of different concepts that could impact decision-making on class cancellations, and invited our constituent groups to be a part of the discussion with the Board of Trustees. Following the Board Study Session, the District formed a Class Cancellations and Course Maximums work group to revise the existing Board Policy 6.04 – Minimum Class Size, and to develop a draft Administrative Procedure to guide the process of class cancellations. At its April 8, 2024 meeting, DPGC requested that the Administrative Procedure be completed prior to making a recommendation of the revised draft board policy to the Chancellor. The draft AP includes specifics for the timeline and criteria for class cancellation decisions that include an approach that incorporates consideration of achieving a percentage of course maximum enrollment limits at specified points in time prior to the start of a class. It also includes requirements for communication to faculty and students impacted by class cancellations, and contractual considerations. The Board of Trustees received an update on this work at its April 24, 2024 regular meeting.

The work group concluded its work on May 3, 2024. A revised BP 6.04 had been provided to DPGC, where it was reviewed and discussed at three successive meetings during the Spring semester. The revised board policy includes a title change to focus the intent of the policy on Guidelines for Class Cancellation, as opposed to Course Minimums. This change is intentional, and reflects the removal of any consideration of class size from the draft revise BP 6.04. Instead, the board policy now includes on higher level guidelines that should be considered prior to cancelling classes, including a focus on minimizing impact on students and scheduling in a fiscally responsible manner.

While the changes to the BP are generally supported, members of DPGC expressed reservations about specific aspects of the draft AP. Because the revised BP specifically references the AP for the timeline and parameters for class cancellations, members of DPGC were reluctant to recommend the BP to the Chancellor at the May 3, 2024 meeting. This resulted in fewer than the required 60% of members voting to move the recommendation forward without reservations, as required for the DPGC (see [BP 2510](#)).

<b>Subject</b>	<b>15.9 Approval to Leave Direct Access with Consellation Newenergy, Inc. and Switch to Peninsula Clean Energy for Provision of Districtwide Electricity Energy Services (5 Mins.)</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	15. OTHER RECOMMENDATIONS
Access	Public
Type	Action

Preferred Date May 22, 2024

Absolute Date May 22, 2024

Fiscal Impact No

Budgeted Yes

Budget Source LOCAL FUNDS

Recommended Action It is recommended that the Board of Trustees authorize the Chancellor, or designee, to leave direct access with Constellation NewEnergy and switch to Peninsula Clean Energy as the default provider for San Mateo County for the procurement of electricity energy services effective July 1, 2024.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Michele Rudovsky, Chief Facilities and Operations Officer  
Yanely Pulido, Director of General Services

**APPROVAL TO LEAVE DIRECT ACCESS WITH CONSTELLATION NEWENERGY, INC. AND SWITCH TO PENINSULA CLEAN ENERGY FOR PROVISION OF DISTRICTWIDE ELECTRICITY ENERGY SERVICES**

On September 25, 2002 (Board Report No. 02-9-104B), the Board ratified the direct access electricity service agreement with AES/NewEnergy, Inc. (now known as Constellation NewEnergy, Inc.). The Board has subsequently approved renewals of the agreement. The existing three-year fixed rate agreement for procurement of electricity from Constellation NewEnergy, Inc. will expire on June 30, 2024. Five (5) direct access electricity accounts districtwide are included in this agreement.

On April 24, 2024 (Board Report 13.1), the District presented options for electricity procurement to the Board of Trustees. The Board recommended District Staff to procure best pricing with preference to clean energy. On May 6, 2024, District staff issued a By Invitation Only Request for Proposal (RFP #86941) to two firms through the District’s online bid portal. The RFP provided 13 months of historical information on the District’s electricity usage on the three larger direct access accounts for electricity and requested indicative pricing for the next three 12-month terms commencing on July 1, 2024. Additionally, the District requested pricing for a full three-year term commencing July 1, 2024 through June 30, 2027.

On May 14, 2024, the District received two proposals from the following firms:

Evaluation Criteria	Weight	Points Awarded	
		Peninsula Clean Energy	Constellation NewEnergy, Inc.
Cover Letter/Description of Services	5%	5.0	5.0
Deliverables (Proposal/Required Attachments)	5%	5.0	5.0
Price Proposal	30%	4.3	3.3
Power Portfolio/Energy Mix	30%	4.3	4.0
Bidder Qualifications (Sample Bill Info/Customer Service/Track Record and Customer Base/Financial Info)	20%	4.3	4.7
Other (Additional Services/Incentives/Support)	10%	4.7	4.7
<b>Weighted Totals:</b>	<b>100%</b>	<b>4.4</b>	<b>4.1</b>

With oversight by the General Services Department, the RFP Evaluation Committee consisting of representatives from the Facilities Maintenance & Operations and Fiscal Services departments evaluated the responsive proposals using the criteria identified in the table above. The evaluation of price proposals was based on each firm’s indicative/market



The 2024 rate analysis of similar fitness facilities based upon location or similar enterprise models in comparison to CSM & CAN – Athletic Centers was conducted. The current monthly dues for the facilities that were identified in size, services, and programming are detailed in the table below.

Site:	Single Dues:
BC Redwood Shores	\$335
Equinox	\$215
Peninsula JCC	\$175
UCSF Mission Bay	\$125
FitnessSF	\$110
Peninsula YMCA	\$88
CSM & CAN Athletic Centers	\$77

The proposed 10% increase in monthly dues is considerably less than all six comparative sites and after rate increase reflects \$3.26 lower price in monthly dues, than cheapest membership option, noted at the YMCA.

Following are CSM & CAN Athletic Center 2024-25 Monthly Dues Rate Increase Analysis for review.

**CSM & CAN Athletic Center 2024-25 Monthly Dues Rate Increase Analysis**

SINGLE SITE MEMBERSHIP		
Name of Membership Type:		Current Dues \$/Month
<b>California State Select</b>		
-	-	-
(Lives/Works Outside SM County)		
	Single Membership	89.88
	Duo Membership	138.03
	Family	171.2
<b>Community Collective</b>		
(Lives/works In San Mateo County)		
	<b>Single Membership</b>	<b>77.04</b>
	Duo Membership	120.91
	Family	147.66
<b>Senior Select</b>		
(62 years or older)		
	Single Membership	62.06
	Duo Membership	95.23
<b>Active Duty, Veteran or San Mateo County First Responder</b>		
	Single Membership	65.27
	Duo Membership	100.58
	Family	127.33
<b>Student Select (No Increase)</b>		
(6+ Unites registered in SMCCD, 18+ y.o.)		
(Free dues after 15 check-ins)		
	Single Membership	0/15
	Duo Membership	41/56
	Family	61/76
<b>Faculty, Staff or Administrator</b>		Current

(Employed by SMCCD or San Mateo County K-12 School) (Zero Enrollment CSEA)		Dues:
	Single Membership	32.1
	Duo Membership	58.85
	Family	80.25
<b>Faculty, Staff or Administrator (Non-Prime Time)</b>		
(Employed by SMCCD) Limited Access M-F: 6a-8:30a // 4p - Close //Weekends: No Restrictions)		
	Single Membership	12.84
	Duo Membership	25.68
	Family	35.31

**RECOMMENDATION**

It is recommended that the Board of Trustees approve a 10% increase in all Athletic Center membership dues with the exception of student memberships with an effective date of July 1, 2024.

File Attachments  
[Athletic Center 2024-25 Rate Increase Analysis to Current Rates \(003\).pdf \(99 KB\)](#)

Administrative File Attachments  
[Athletic Center 2024-25 Rate Increase Analysis to Current Rates.pdf \(104 KB\)](#)

**16. DISCUSSION ITEMS**

**Subject**                    **16.1 Requirements for Board of Trustees Self-Evaluation (20 Mins.)**

Meeting                    May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category                    16. DISCUSSION ITEMS

Access                      Public

Type                         Discussion

TO:                    Members of the Board of Trustees

FROM:                Melissa Moreno, J.D., Chancellor

**REQUIREMENTS FOR BOARD SELF-EVALUATION**

The Board of Trustees is required to conduct an annual self-evaluation in accordance with the requirements of the Accrediting Commission of Community and Junior Colleges (ACCJC) and in accordance with best practices as promulgated by the Community College League of California (CCLC). The self-evaluation assists the Board of Trustees to work as a whole in determining what they have been doing well, and where there is room for improvement and/or development. The self-evaluation also provides insight to its annual goal setting. Both the self-evaluation and the goal setting are normally conducted in tandem. The self-evaluation incorporates board effectiveness and a measure of self reflection.

The Board will review and discuss last year's evaluation instrument and make recommendations for this year's instrument.

**RECOMMENDED TIMELINE**

5/22/24: Complete changes to evaluation instrument at the Regular Board of Trustees Meeting  
5/23/24: Self-evaluation survey delivered to the Board of Trustees  
6/12/24: Self-evaluation survey completed by Board Members  
6/26/24: Discussion of evaluation results and review of adopted multi-year goals at the Regular Board of Trustees Meeting  
7/24/24: Adopt Revised Goals at the Regular Board of Trustees Meeting

<b>Subject</b>	<b>16.2 Discussion of Mission Statement and Values (15 Mins.)</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	16. DISCUSSION ITEMS
Access	Public
Type	Discussion

TO: Members of the Board of Trustees  
FROM: Melissa Moreno, J.D., Chancellor

### **DISCUSSION OF MISSION STATEMENT AND VALUES**

The Accrediting Commission for Junior and Community Colleges (ACCJC) and Board Policy 1200 requires a regular review of the District's mission statement. At the Board's retreat in July, 2023, the Board directed the Chancellor to bring forth a review of the mission statement, and set this as a goal in the adopted board goals.

At its Regular Meeting on March 27, 2024, the board voted to create an Ad Hoc Committee on Mission and Values. After thorough and thoughtful consideration, the Ad Hoc committee returns it recommended mission statement:

***San Mateo County Community College District's mission is to transform futures in the communities it serves by putting students first with a focus on equity.***

The Ad Hoc Committee asks this board to direct that this mission statement be forwarded for review through participatory governance process.

In addition, the Ad Hoc committee considered the board members' feedback on values and presents its recommended list:

- Equity
- Diversity
- Empowering employees
- Community
- Excellence through Equity
- Student Success and Completion
- Transparency and Accountability
- Creativity through Re-imagination
- Continuous Improvement

The Ad Hoc committee will work on brief definitions of these values and bring back for adoption at its next regular meeting.

<b>Subject</b>	<b>16.3 Auxiliary Operations Financial Summary for the Quarter Ending March 31, 2024 (10 Mins.)</b>
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Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 16. DISCUSSION ITEMS  
Access Public  
Type Discussion

TO: Members of the Board of Trustees  
FROM: Melissa Moreno, J.D., Chancellor  
PREPARED BY: Peter Fitzsimmons, Interim Chief Financial Officer

### **AUXILIARY OPERATIONS FINANCIAL SUMMARY FOR THE QUARTER ENDING MARCH 31, 2024**

This report provides comparative financial data for the period of July 1, 2024, through March 31, 2024, for the associated student bodies; the bookstores; the cafeterias; the athletic centers; and Community, Continuing, and Corporate Education.

File Attachments  
[2023-24 Q3 Auxiliary BOT Report.pdf \(368 KB\)](#)

**Subject 16.4 District Financial Summary for the Quarter Ending March 31, 2024 (10 Mins.)**  
Meeting May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category 16. DISCUSSION ITEMS  
Access Public  
Type Discussion

TO: Members of the Board of Trustees  
FROM: Melissa Moreno, J.D., Chancellor  
PREPARED BY: Peter Fitzsimmons, Interim Chief Financial Officer

### **DISTRICT FINANCIAL SUMMARY FOR THE QUARTER ENDING MARCH 31, 2024**

In accordance with Education Code 72413, the State Chancellor's Office requires the submission of a quarterly financial status report (CCFS-311Q). Included in this report is detailed comparative data for the unrestricted general fund, consolidated comparative data for other funds, and investment data as of March 31, 2024. Additionally, budget-to-actual data is provided as of March 31, 2024, in response to the Board of Trustees' request at their meeting of November 29, 2023.

Attached as supplemental information to this report are:

- CCFS-311Q for the quarter ending March 31, 2024, which was forwarded to the State Chancellor's Office on April 23, 2024
- Cash Flow Summary for the quarter ending March 31, 2024

File Attachments  
[District Financial Summary Q3 23.24.pdf \(514 KB\)](#)



## **17. COMMUNICATIONS**

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## **18. STATEMENTS FROM BOARD MEMBERS**

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## **19. RECONVENE TO CLOSED SESSION (if necessary)**

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<b>Subject</b>	<b>19.1 Reconvened to Close Session</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	19. RECONVENE TO CLOSED SESSION (if necessary)
Access	Public
Type	Procedural

## **20. RECONVENE TO OPEN SESSION (if necessary)**

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<b>Subject</b>	<b>20.1 Reconvened to Open Session</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	20. RECONVENE TO OPEN SESSION (if necessary)
Access	Public
Type	Procedural
<b>Subject</b>	<b>20.2 Announcement of Reportable Action Taken In Closed Session (if necessary)</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	20. RECONVENE TO OPEN SESSION (if necessary)
Access	Public
Type	Procedural

## **21. ADJOURNMENT**

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<b>Subject</b>	<b>21.1 Adjourn</b>
Meeting	May 22, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	21. ADJOURNMENT
Access	Public
Type	Procedural