



Wednesday, April 24, 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/88657831341>
Dial-In: 1-669-900-9128 - Webinar ID: 886 5783 1341

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.

Subject 1.1 Call to Order / Roll Call

Meeting Apr 24, 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

Subject 2.1 Pursuant to Gov. Code §54957: Public Employment (Chancellor of San Mateo County Community College District)

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

Subject 2.2 Conference with Labor Negotiator - Agency Designated Representative: John Pimentel, Board President and Michael Guingona, Board Vice President Unrepresented Employee: Chancellor

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Action, Discussion

Subject 2.3 Pursuant to Gov. Code, §54957: Public Employment (COLLEGE OF SAN MATEO PRESIDENT)

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

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

Meeting Apr 24, 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 §54957: Public Employee Evaluation: Performance Auditor/Policy Analyst

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

Subject 2.6 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 Apr 24, 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 2.7 Pursuant to Gov. Code §54956.8: Conference with Real Property Negotiators; Property: San Mateo Hills Apartment Portfolio, San Mateo; Agency Negotiators: Richard Storti Negotiating Party: SMCCCD; Consideration of Offer and Price

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

Subject 2.8 Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Julie Johnson Employee Organization: AFT

Meeting Apr 24, 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

Subject 3.1 Comments by Community Members
Meeting Apr 24, 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

Subject 4.1 Recess to Closed Session
Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category 4. CLOSED SESSION
Access Public
Type Procedural

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

Subject 5.1 Call to Order / Roll Call / Pledge of Allegiance
Meeting Apr 24, 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 Apr 24, 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 Apr 24, 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 Apr 24, 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 4 24 24.pdf \(1,073 KB\)](#)

Admin Content

October Executive Board Report to be attached.

Subject 6.2 District Academic Senate

Meeting Apr 24, 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 Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Access Public

Type Informational

7. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Subject 7.1 AFT, Local 1493

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 7. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Access Public

Type Information

Subject 7.2 CSEA, Chapter 33

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category 7. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS
Access Public
Type Information

Subject 7.3 AFSCME, AFL-CIO, Local 829, Council 57

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category 7. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS
Access Public
Type Information

8. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Subject 8.1 Comments by Community Members

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category 8. PUBLIC COMMENTS ON NON-AGENDA ITEMS
Access Public
Type Information

9. APPROVAL OF MINUTES

Subject 9.1 Approval of Minutes from March 27, 2024 Special Closed Session of the Board of Trustees (5 Mins.)

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category 9. 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., Interim Chancellor
PREPARED BY: Candice E. Bell, Executive Assistant to the Board

**APPROVAL OF MINUTES FROM MARCH 27, 2024 SPECIAL CLOSED SESSION
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
[2024-03-27 Special Closed Session Minutes.pdf \(125 KB\)](#)

Subject	9.2 Approval of Minutes from March 27, 2024 Regular Meeting of the Board of Trustees (5 Mins.)
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	9. 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., Interim Chancellor
PREPARED BY: Candice E. Bell, Executive Assistant to the Board

**APPROVAL OF MINUTES FROM MARCH 27, 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
[2024-03-27 Minutes.pdf \(198 KB\)](#)

Subject **9.3 Approval of Minutes from April 12, 2024 Special Meeting of the Board of Trustees (5 Mins.)**

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 9. 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., Interim Chancellor

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

APPROVAL OF MINUTES FROM APRIL 12, 2024 SPECIAL 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
[2024-04-12 Special Board Meeting Minutes.pdf \(131 KB\)](#)

Subject **9.4 Approval of Minutes from April 16, 2024 Special Meeting of the Board of Trustees (5 Mins.)**

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 9. 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., Interim Chancellor
PREPARED BY: Candice E. Bell, Executive Assistant to the Board

APPROVAL OF MINUTES FROM APRIL 12, 2024 SPECIAL 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
[2024-04-16 Special Board Meeting Minutes.pdf \(130 KB\)](#)

10. NEW BUSINESS

Subject	10.1 Approval of Personnel Items (5 Mins.)
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	10. 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., Interim 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.

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Personnel Report.

File Attachments

[Approval of Personnel Items 04-24-24.pdf \(367 KB\)](#)

Subject	10.2 Vote to Elect Members to the California Community College Trustees (CCCT) Board (20 Mins.)
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	10. NEW BUSINESS
Access	Public
Type	Action, Discussion
Preferred Date	Mar 27, 2024
Absolute Date	Mar 27, 2024
Recommended Action	It is recommended that the Board of Trustees vote to elect seven (7) members to the California Community College Trustees Board. The Executive Assistant to the Board/Board Clerk will submit board vote electronically to the CCCT.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

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

VOTE TO ELECT MEMBERS TO THE CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD

The California Community College Trustees (CCCT) Board consists of 21 members elected statewide by the 73 district governing boards and a student-member elected by the student trustees. The CCCT Board takes positions on and formulates education policy issues that come before the California Community Colleges Board of Governors, the State Legislature, and other relevant state-level boards and commissions. This policy board provides input to the League Board to advance the mission and effectively serve the organization's member colleges.

Pursuant to the CCCT Board Governing Policies, the election of members of the CCCT Board of the League will take place between March 10 and April 25, 2024. This year there are seven (7) seats up for election, with seven (7) incumbents running.

Each community college district governing board shall have one vote for each of the seven (7) seats on the CCCT Board. Only one vote may be cast for any nominee or write-in candidate. The seven (7) candidates who receive the most votes will serve a three-year term. Results will be announced at the CCCT Annual Trustees Conference in May.

The 13 trustees who have been nominated for election to the board are listed below in the Secretary of State's random drawing order of December 14, 2023. Candidates' statements and bios are also available on the League's website here: <https://www.ccleague.org/about-us/california-community-college-trustees-ccct>

2024 CCCT BOARD ELECTION (Candidates listed in Secretary of State's Random Drawing Order of December 14, 2023) (* Incumbent)

Vote for no more than seven (7) Candidates

1. Barbara Gaines, Antelope Valley CCD
2. Nan Gomez-Heitzeberg, Kern CCD *
3. Gregory Hanna, Siskiyou CCD
4. Hortencia Armendariz, Imperial CCD *
5. Barbara Calhoun, Compton CCD *
6. Dorothy Battenfeld, Sonoma County JCD
7. Julie Schorr, Grossmont-Cuyamaca CCD
8. Yvette Davis, Glendale CCD *
9. Greg Pensa, Allan Hancock CCD *
10. Bernardo Perez, Ventura County CCD *
11. Deborah Ikeda, State Center CCD *
12. Milton Richards, Yosemite CCD
13. Raymond Macareno, Sequoias CCD

RECOMMENDATION

It is recommended that the Board of Trustees vote to elect seven (7) members to the California Community College Trustees Board. The Executive Assistant to the Board/Board Clerk will submit board vote electronically to the CCCT.

File Attachments

[2024_ccct_election_packet.pdf \(1,039 KB\)](#)

Subject	10.3 Consideration and Approval of San Mateo County Community College District Chancellor Employment Agreement (5 Mins.)
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	10. NEW BUSINESS
Access	Public
Type	Action
Recommended Action	It is recommended that the Board of Trustees approve the attached employment agreement for Melissa Moreno, J.D.

TO: Members of the Board of Trustees

FROM: Julie Johnson, Chief Human Resources Officer

**CONSIDERATION AND APPROVAL
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT CHANCELLOR EMPLOYMENT AGREEMENT**

California Government Code Section 54953(c)(3) requires an oral summary of a recommendation for final action on the salaries, salary schedules, and compensation to be paid in the form of fringe benefits to be paid to a local agency executive. In addition, Government Code Section 53262 mandates that employment contracts for local agency executives be ratified in open session. In order to comply with these requirements,

we will be providing an oral summary. This agenda item recommends approval to employ Melissa Moreno, J.D. as Chancellor.

The attached Employment Agreement to employ Melissa Moreno as Chancellor provides for a three (3) year, two (2) month term of the agreement through June 30, 2027. Effective April 25, 2024, annual compensation will be that outlined in Executive Salary Schedule (10), Grade CI (currently \$404,250). Ms. Moreno will receive 225 hours of vacation annually and can cash out up to 10 days of vacation annually. She will receive one (1) day per month of sick leave and the same health and welfare benefits, including post-retirement medical benefits, as are generally provided to management personnel of the District.

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached employment agreement for Melissa Moreno, J.D.

File Attachments
[Moreno Contract Final 4.24.24.pdf \(475 KB\)](#)

Subject **10.4 Approval of Successor Collective Bargaining Agreement Between San Mateo County Community College District and the San Mateo Community College Federation of Teachers, AFT Local 1493 (5 Mins.)**

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 10. NEW BUSINESS

Access Public

Type Action

Recommended Action It is recommended that the Board of Trustees approve the attached Agreement between the District and the San Mateo Community College Federation of Teachers, AFT Local 1493.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D. Interim Chancellor

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

Approval of Successor Collective Bargaining Agreement Between San Mateo County Community College District and the San Mateo Community College Federation of Teachers, AFT Local 1493

Negotiations on a successor collective bargaining agreement with AFT concluded in October 2023. At its meeting on November 29, 2023, the Board approved the tentative agreements (TAs) ratified by the AFT membership on November 17, 2023. Staff is now requesting the Board's approval of the AFT successor collective bargaining agreement, which incorporates the tentative agreements that were previously approved by the Board.

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Agreement between the District and the San Mateo Community College Federation of Teachers, AFT Local 1493.

File Attachments

[AFT Contract 2022-2025.pdf \(1,521 KB\)](#)

11. CONSENT AGENDA

Subject	11.1 Ratification of January and February Warrants
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees approve the warrants issued during the period of January 1, 2024, through February 29, 2024, and ratify the contracts entered into leading to such payments.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Peter Fitzsimmons, Interim Chief Financial Officer

RATIFICATION OF JANUARY AND FEBRUARY WARRANTS

Attached are warrants in excess of \$10,000 that were issued in the months of January and February 2024, respectively. The schedules include total warrants issued for the subject period in addition to warrant sequences.

File Attachments

[January Warrants.pdf \(149 KB\)](#)

[February Warrants.pdf \(154 KB\)](#)

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.

Subject	11.2 Curricular Additions, Deletions and Modifications - Cañada College, College of San Mateo, and Skyline College
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public

Type	Action (Consent)
Preferred Date	Apr 24, 2024
Absolute Date	Apr 24, 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., Interim 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 five courses to, and the inactivation of sixteen courses and four programs from, the College catalogs are proposed by Cañada College, College of San Mateo, and Skyline College at this time. Additionally, three courses are proposed to be offered in the distance education mode.

Furthermore, sixty-six courses and three 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.

File Attachments

- [Brd 04-24-24 Attachment A_CAN.pdf \(107 KB\)](#)
- [Brd 04-24-24 Attachment B_CSM.pdf \(81 KB\)](#)
- [Brd 04-24-24 Attachment C_SKY.pdf \(93 KB\)](#)

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.

Subject **11.3 Curricular Additions, Deletions and Modifications - Community, Continuing, and Corporate Education (CCCE)**

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Apr 24, 2024
Absolute Date	Apr 24, 2024
Fiscal Impact	No
Recommended Action	It is recommended that the Board of Trustees approve the curricular additions for Community, Continuing, and Corporate Education (CCCE).

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
Perla Rumayor, Interim Executive Director, CCCE

**APPROVAL OF COMMUNITY, CONTINUING., & CORPORATE EDUCATION (CCCE)
CURRICULAR ADDITIONS - SUMMER AND FALL 2024
CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE**

Listed below are the planned, self-supporting Community, Continuing and Corporate Education (CCCE) program offerings at Cañada College, College of San Mateo and Skyline College for Summer and Fall 2024. The community service programs range widely and address a broad range of educational and enrichment needs. CCCE continues to offer programs in career and business, creative arts, health and wellness, food, languages, personal enrichment and home and garden, and we are continually reaching out to our constituent base for new ideas for programs of interest to them. Information about the proposed new programs listed here. All of the programs and courses offered below are not-for-credit. Classes offered through CCCE are identified and delivered based on community interest, instructor expertise and schedules, and available college facilities. The Schedule includes classes offered on campus, off-site, and Online via zoom.

College of San Mateo

- **Taking Control – Financial Strategies for Women** (*Three sessions of 2.5 hours*): Taking control of your finances includes a broad range of issues that women and men alike must deal with to help ensure a much more comfortable financial future. Women are involved in running households, having careers, raising children, and helping aging parents. These competing priorities can get in the way of planning for a comfortable financial future. By attending this course, we will teach you smart habits by prioritizing your financial goals by taking inventory of your income, expenses, assets, and loan obligations to set you on the right path to achieve living within your means to create your nest egg. Your financial goals are your guideposts to planning for your financial security.
- **Passport to Retirement** (*Three sessions of 2.5 hours*): How to manage obstacles to a successful retirement by being proactive in learning the pathway to investing/saving. Understanding your options in “doing it yourself” or working with a professional to provide guidance and expertise. By attending this course, we will investigate the depths of obstacles that affect people’s ability to prepare for retirement by teaching them how to save and have a better understanding of the financial markets. We will show how inflation is a silent killer of eroding one’s purchasing power. We will demonstrate how taxes affect your “fixed” retirement income and show you ways to minimize taxes by using *tax exempt* vehicles; We will explain long term care insurance, and by planning ahead, could assist with a health crisis so to not derail your financial plan. And lastly, delve into the unpredictability of the S&P 500, Dow Jones and Nasdaq markets and the outcomes of their returns and how it could affect the longevity of your retirement assets.

Cañada College (Menlo Park)

- **Spark AR Program** (*Ten Sessions of 3 hours*): Evening classes geared toward working adults. Spark AR Program offers opportunities to explore emerging technologies while having fun creating Augmented Reality (AR) filters. Students must have basic computer skills. Digital art skills are a plus.
- **Introduction to Artificial Intelligence (AI)** (*Twelve Sessions of 2 hours*): Artificial Intelligence (AI) is a six-week course focusing on the foundational concepts of AI. Students will learn the history of AI, an introduction to basic concepts and terminologies, quizzes, demonstrations, and hands-on exercises on how AI can be effectively used for writing, researching, and image generation for professional career development. This course will also cover the ethical considerations and future applications of AI, and students will be tasked with completing research assignments on these topics.

New Youth Programs

- **Spark AR Camp** (*One 2-week session: June 3, 2024 to June 14, 2024 from 10am to 3pm*): This camp will be offered to youth entering 9th through 12th grades (ages 15-18) scheduled at Cañada College (Menlo Park). Spark AR Camp: Camp offers children the opportunity to explore emerging technologies while having fun creating Augmented Reality (AR) filters. Students must have basic computer skills. Digital art skills are a plus.

RECOMMENDATION

It is recommended that the Board of Trustees approve the curricular additions for Community, Continuing, and Corporate Education (CCCE).

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	11.4 Approval of Contract Award for Districtwide Boiler Maintenance Services (Non-sole source, lowest bidder)
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action
Recommended Action	It is recommended that the Board of Trustees authorize the Interim Chancellor, or their designee, to execute a five-year contract with One Source Engineering for Districtwide Boiler Maintenance Services RFP 86932 in an amount not to exceed \$295,350, plus an annual \$50,000 allowance for the cost of any unforeseen minor and emergency repairs. The term of the contract will be effective July 1, 2024 through June 30, 2029 and pricing shall be guaranteed for the first twenty-four (24) months. If applicable, annual price adjustments for the third - and fifth-year contract periods may not exceed the annual average increase from the previous year in the United States Department of Labor Bureau of Labor Statistics Producer Price Index (PPI).

TO: Members of the Board

FROM: Melissa Moreno, J.D., Interim Chancellor
 PREPARED BY: Yanely Pulido, Director, General Services
 Bob Domenici, Purchasing Supervisor

APPROVAL OF CONTRACT AWARD FOR DISTRICTWIDE BOILER MAINTENANCE SERVICES

The boilers at each of the college campuses and District Office require routine maintenance services and minor repairs in order to achieve optimal performance and safety. To ensure that preventive maintenance is performed on the boilers on a timely basis, District Staff conducted a Request for Proposal (RFP) process to solicit proposals from qualified boiler contractors to provide: the following services:

- Annual maintenance, inspection and minor repairs of existing boilers
- Mid-year maintenance services of existing boilers on an as needed basis
- Consultation to further improve boilers energy efficiency and environmental regulations
- Emergency on-call services

On February 12, 2024, the District issued RFP 86932 for a multi-year boiler maintenance contract. An announcement for this business opportunity was released through the District’s online bid portal and a formal notice was published in a local newspaper for two consecutive weeks on February 12th, and 19th, 2024. On March 12, 2024 the District received five (5) proposals from the following contractors:

Evaluation Criteria	Weight	Points Awarded				
		ASSSC Air Systems	ACCCO Engineered Systems	Mesa Energy Systems	One Source Engineering	Stephen Chen Plumbing & Heating
Cover Letter & Service Description	10%	Non-Responsive	3.7	4.0	4.7	2.7
Experience of Key Personnel	20%		0.7	0.7	4.8	2.7
Price Proposal	35%		3.0	2.7	2.0	0.0
Bidder Qualifications	35%		2.0	3.3	5.0	2.0
Weighted Totals:	100%	--	2.3	2.6	3.9	1.5

After completion of the initial due diligence review of the proposals received, it was determined that ASSSC Aire Systems proposal, although the lowest cost, was deemed non-responsive for failure to submit all of the required proposal contents as indicated in the RFP. With oversight by the General Services Department, the RFP Evaluation Committee consisting of representative from the Facilities Maintenance & Operations Department evaluated the responsive proposals using the criteria identified in the table above. At the conclusion of the evaluation process, it was determined that One Source Engineering demonstrated to be the most qualified contractor with the best understanding of the District’s goals and objectives, thus providing the best value to the District. One Source Engineering can provide the most experienced technicians available locally, with efficient service response times and can provide equipment parts on a timely basis.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Interim Chancellor, or their designee, to execute a five-year contract with One Source Engineering for Districtwide Boiler Maintenance Services RFP 86932 in an amount not to exceed \$295,350, plus an annual \$50,000 allowance for the cost of any unforeseen minor and emergency repairs. The term of the contract will be effective July 1, 2024 through June 30, 2029 and

pricing shall be guaranteed for the first twenty-four (24) months. If applicable, annual price adjustments for the third - and fifth-year contract periods may not exceed the annual average increase from the previous year in the United States Department of Labor Bureau of Labor Statistics Producer Price Index (PPI).

Subject	11.5 Approval of Contract Award for Architectural Services for Skyline College Sports Fields Replacement Project (Non-sole source, lowest bidder)
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Apr 24, 2024
Absolute Date	Apr 24, 2024
Fiscal Impact	Yes
Dollar Amount	\$282,600.00
Budgeted	Yes
Budget Source	LOCAL FUNDS
Recommended Action	It is recommended that the Board of Trustees authorize the Chancellor, or designee, to execute a contract with Verde Design, Inc. for architectural services for the Skyline College Sports Fields Replacement Project (RFSOQ/P #86930R) in an amount not to exceed \$282,600.00.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Michele Rudovsky, Chief Facilities and Operations Officer
Marie Mejia, Director of Capital Projects

APPROVAL OF CONTRACT AWARD FOR ARCHITECTURAL SERVICES FOR SKYLINE COLLEGE SPORTS FIELDS REPLACEMENT PROJECT

The Skyline College Sports Fields Project will replace aging fields that have reached the end of their useful life. This project includes the existing upper and lower synthetic soccer fields, synthetic baseball field and batting cage area, running track around the lower soccer field, surrounding athletic area fencing, and required ADA upgrades associated with the fields replacement.

On December 14, 2023, District staff issued a By Invitation Only Request for Statements of Qualifications/Proposals (RFSOQ/P #86930) to five firms seeking architectural/engineering services for the project through the District's online bid portal. The RFSOQ/P provided information about the intent of the project, as well as detailed reference documents related to the existing site, the College's ADA Transition Plan and the District's design and contractual requirements. On January 25, 2024, District received one proposal from Verde Design, Inc. As it is best practice for the District to receive a minimum of three proposals, this first solicitation was canceled.

A second RFSOQ/P (#86930R) open to all qualified consultants was issued. An announcement for this business opportunity was released through the District's online bid portal and a formal notice was published in a local newspaper for two consecutive weeks on February 28 and March 6, 2024.

In continued effort to increase opportunities with qualified business enterprises that are small, locally owned, or owned by members underrepresented in their fields (women, minorities, veterans, disabled individuals, members of the LGBTQIA community), 175 registered vendors were notified of the RFSOQ/P through the District's online bid portal. Of the 175 registered vendors, 112 firms are local, and 60 self-reported to qualify under a special classification for the above underrepresented fields.

On March 22, 2024 the District received four proposals. Under the oversight and support of the General Services Department, the District's Selection Committee - comprised of representatives from Skyline College's Athletic Department, Skyline College's Vice President of Administration Office and Facilities Planning Department - independently reviewed the four proposals using a Qualifications-Based Selection (QBS) process using the following criteria:

- capability and experience of key personnel
- qualifications and experience meeting project specific requirements
- project approach
- work plan and capacity to provide the required services to meet the project's schedule
- experience with the permitting agency
- experience in designing similar projects

Once the QBS evaluation and ranking process was completed by the Selection Committee, the top two firms were interviewed on April 4, 2024. Although cost was a component in the RFSOQ/P submittal process, in an effort to expedite the contract negotiation process, the firms were evaluated and selected based on qualifications only, rather than on fees. At the conclusion of the proposal review and interviews, the General Services Department released the fee proposals.

Firm Name	Ranking	Fee Proposal Full Design Services
Verde Design, Inc.	1	\$282,600.00
Lloyd Consulting Group	2	\$464,205.00

At the conclusion of the evaluation and interview processes, the Selection Committee determined that Verde Design, Inc. demonstrated the best understanding of the College's goals and objectives. The design team's experience in sports facility programming, planning and design, was the best fit and would bring the most value to this project.

This project will be funded by local funds.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Interim Chancellor, or designee, to execute a contract with Verde Design, Inc. for architectural services for the Skyline College Sports Fields Replacement Project (RFSOQ/P #86930R) in an amount not to exceed \$282,600.00.

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	11.6 Approval of Contract Award for Construction Services for Skyline College Building 3/7 Exhaust Fans and Building 7 HVAC Project (Non-sole source, lowest bidder)
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Apr 24, 2024
Absolute Date	Apr 24, 2024
Fiscal Impact	Yes
Dollar Amount	\$839,138.00
Budgeted	Yes
Budget Source	State Funds
Recommended Action	It is recommended that the Board of Trustees authorize the Chancellor, or designee, to execute a contract with JKL Construction Services, Inc. for General Contracting services for the Skyline College Building 3/7 Exhaust Fan & Building 7 HVAC Project (BID #86886R) in an amount not to exceed \$839,138.00.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Michele Rudovsky, Chief Facilities and Operations Officer
Marie Mejia, Director of Capital Projects

APPROVAL OF CONTRACT AWARD FOR CONSTRUCTION SERVICES FOR SKYLINE COLLEGE BUILDING 3/7 EXHAUST FANS AND BUILDING 7 HVAC PROJECT

The Skyline College Building 3/7 Exhaust Fan & Building 7 HVAC Project generally consists of replacing several exhaust fans and associated sound attenuator, ductwork, damaged electrical conduit, cables, etc. in the roof of Building 3; replacing two exhaust fans and associated ductwork in the roof of Building 7; and replacing the condensing units, line sets, thermal expansion valves, solenoid valves and evaporator coil associated with AC units in Building 7. All units are at the end of their useful life and replacement is necessary for providing continued appropriate air flow.

On March 7, 2024, District staff issued a Bid (#86886R) seeking General Contracting services for the project. An announcement for this business opportunity was released through the District's online bid portal and a formal notice was published in a local newspaper for two consecutive weeks on March 7 and 14, 2024. The Bid provided information about the scope of the project, owner furnished equipment and the District's contractual requirements.

In continued effort to increase opportunities with qualified business enterprises that are small, locally owned, or owned by members underrepresented in their fields (women, minorities, veterans, disabled individuals, members of the LGBTQIA community), 341 registered vendors were notified of the Bid through the District's online bid portal.

On April 3, 2024, the District received three bids and two were determined to be responsive.

SMCCCD AND CABRILLO USD COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) AGREEMENT

The SMCCCD has identified Dual Enrollment as a key component of its Free Community College strategic initiative. Following the provisions of AB 102, AB 288, AB 30, and SB 586, the SMCCCD is renewing a College and Career Access Pathways (CCAP) agreement with the Cabrillo USD to provide dual enrollment opportunities at its sites.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Cabrillo USD CCAP Agreement.

File Attachments

[CabrilloUSD-SMCCCD_CCAP Agreement_2024-2027.pdf \(522 KB\)](#)

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.

Subject	11.8 SMCCCD and Jefferson UHSD College and Career Access Pathways (CCAP) Agreement
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Apr 24, 2024
Absolute Date	Apr 24, 2024
Fiscal Impact	No
Recommended Action	It is recommended that the Board of Trustees approve the Jefferson UHSD CCAP Agreement.

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

SMCCCD AND JEFFERSON UHSD COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) AGREEMENT

The SMCCCD has identified Dual Enrollment as a key component of its Free Community College strategic initiative. Following the provisions of AB 102, AB 288, AB 30, and SB 586, the SMCCCD is renewing a College and Career Access Pathways (CCAP) agreement with the Jefferson UHSD to provide dual enrollment opportunities at its sites.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Jefferson UHSD CCAP Agreement.

File Attachments

[JUHSD-SMCCCD_CCAP Agreement_2024-2027.pdf \(643 KB\)](#)

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.

Subject	11.9 SMCCCD and LaHonda-Pescadero USD College and Career Access Pathways (CCAP) Agreement
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Apr 24, 2024
Absolute Date	Apr 24, 2024
Recommended Action	It is recommended that the Board of Trustees approve the LaHonda-Pescadero USD (SMCOE) CCAP Agreement.

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

SMCCCD AND LAHONDA-PESCADERO USD COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) AGREEMENT

The SMCCCD has identified Dual Enrollment as a key component of its Free Community College strategic initiative. Following the provisions of AB 102, AB 288, AB 30, and SB 586, the SMCCCD is renewing a College and Career Access Pathways (CCAP) agreement with the LaHonda-Pescadeero USD to provide dual enrollment opportunities at its sites.

RECOMMENDATION

It is recommended that the Board of Trustees approve the LaHonda-Pescadero USD (SMCOE) CCAP Agreement.

File Attachments

[LaHPUSD-SMCCCD_CCAP Agreement_2024-2027.pdf \(522 KB\)](#)

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.

Subject	11.10 SMCCCD and San Mateo UHSD College and Career Access Pathways (CCAP) Agreement
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Apr 24, 2024
Absolute Date	Apr 24, 2024
Recommended Action	It is recommended that the Board of Trustees approve the San Mateo UHSD CCAP Agreement.

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

SMCCCD AND SAN MATEO UHSD COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) AGREEMENT

The SMCCCD has identified Dual Enrollment as a key component of its Free Community College strategic initiative. Following the provisions of AB 102, AB 288, AB 30, and SB 586, the SMCCCD is renewing a College and Career Access Pathways (CCAP) agreement with the San Mateo UHSD to provide dual enrollment opportunities at its sites.

RECOMMENDATION

It is recommended that the Board of Trustees approve the San Mateo UHSD CCAP Agreement.

File Attachments

[SMUHSD-SMCCCD_CCAP Agreement_2024-2027.pdf \(965 KB\)](#)

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.

Subject	11.11 SMCCCD and Sequoia UHSD College and Career Access Pathways (CCAP) Agreement
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 11. CONSENT AGENDA
Access Public
Type Action (Consent)
Preferred Date Apr 24, 2024
Absolute Date Apr 24, 2024
Recommended Action It is recommended that the Board of Trustees approve the Sequoia UHSD CCAP Agreement.

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

SMCCCD AND SEQUOIA UHSD COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) AGREEMENT

The SMCCCD has identified Dual Enrollment as a key component of its Free Community College strategic initiative. Following the provisions of AB 102, AB 288, AB 30, and SB 586, the SMCCCD is renewing a College and Career Access Pathways (CCAP) agreement with the Sequoia UHSD to provide dual enrollment opportunities at its sites.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Sequoia UHSD CCAP Agreement.

File Attachments

[SUHSD-SMCCCD_CCAP Agreement_2024-2027.pdf \(624 KB\)](#)

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.

Subject 11.12 SMCCCD and South San Francisco USD College and Career Pathways (CCAP) Agreement
Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category 11. CONSENT AGENDA
Access Public
Type Action (Consent)
Preferred Date Apr 24, 2024
Absolute Date Apr 24, 2024

Recommended
Action

It is recommended that the Board of Trustees approve the South San Francisco USD CCAP Agreement.

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

SMCCCD AND SOUTH SAN FRANCISCO USD COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) AGREEMENT

The SMCCCD has identified Dual Enrollment as a key component of its Free Community College strategic initiative. Following the provisions of AB 102, AB 288, AB 30, and SB 586, the SMCCCD is renewing a College and Career Access Pathways (CCAP) agreement with the South San Francisco USD to provide dual enrollment opportunities at its sites.

RECOMMENDATION

It is recommended that the Board of Trustees approve the South San Francisco USD CCAP Agreement.

File Attachments

[SSFUSD-SMCCCD CCAP Agreement 2024-2027.pdf \(639 KB\)](#)

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.

Subject	11.13 Adoption of 2024 Heritage Month Calendar
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action
Preferred Date	Apr 24, 2024
Absolute Date	Apr 24, 2024
Fiscal Impact	No
Recommended Action	It is recommended that the Board of Trustees approve the presented heritage/cultural month calendar.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

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

ADOPTION OF THE 2024 HERITAGE MONTH CALENDAR

During the Study Session of the Board of Trustees on Wednesday, March 6, the Board directed district administration to create a heritage month calendar for the 2024 calendar year.

RECOMMENDATION

It is recommended that the Board of Trustees approve the presented heritage/cultural month calendar.

File Attachments

[2024 Heritage Month Calendar.pdf \(77 KB\)](#)

12. OTHER RECOMMENDATIONS

Subject	12.1 Adoption of Resolution No. 24-02B: Approving Compensation for Absent Board Members (5 Mins.)
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	12. OTHER RECOMMENDATIONS
Access	Public
Type	Action
Recommended Action	It is recommended that the Board adopt the resolution regarding compensation for absent board members.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

ADOPTION OF RESOLUTION 24-02B APPROVING COMPENSATION FOR ABSENT BOARD MEMBERS

Effective January 1, 2023, Education Code 72024(d), states that: A member may be paid for any meeting when absent if the board, by resolution duly adopted and included in its minutes, finds that, at the time of the meeting, he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. The compensation shall be a charge against the funds of the district.

The attached Resolution provides a list of absent board members with a qualified excuse and authorizes compensation for those board members.

RECOMMENDATION

It is recommended that the Board adopt the resolution regarding compensation for absent board members.

File Attachments

[Resolution No 24-02B - Board Member Absence Pay.pdf \(56 KB\)](#)

Subject 12.2 Adoption of Resolution 24-06: Resolution in Honor of National Arab American Heritage Month (5 Mins.)

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Access Public

Type Action

Recommended Action It is recommended by administration and staff to adopt Resolution 24-06 in honor of National Arab American Heritage Month, to celebrate and acknowledge the contributions, unique differences and similarities within the Arab and Arab American communities and cultures.

File Attachments
[Resolution No 24-06 - Arab American Heritage Month.pdf \(86 KB\)](#)

Subject 12.3 Consideration of Support for SB 895 (Roth) - Baccalaureate Degree in Nursing Pilot Program at Community Colleges (10 Mins.)

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Access Public

Type Action

Fiscal Impact No

Recommended Action It is recommended that the Board of Trustees vote to show District support for SB 895 (Roth).

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

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

**CONSIDERATION OF SUPPORT FOR SB 895 (ROTH) -
BACCALAUREATE DEGREE IN NURSING PILOT PROGRAM AT COMMUNITY COLLEGES**

As per [Board Policy 2716](#), "an official District position on legislation....which would directly affect the San Mateo County Community College District, its Colleges, or its students may be taken by a majority vote of the Board." District administration is bringing Senate Bill 895 (Roth) to the board's attention for consideration of taking an official District position.

Summary: SB 895, introduced by Senator Richard D. Roth, would help to address California's shortage of Registered Nurses (RNs) through a pilot program that authorizes the Chancellor of the Community Colleges to select up to 15 community college districts, with existing nationally accredited Associate Degree in Nursing (ADN), programs to offer a Bachelor's of Science in Nursing (BSN) degree. The bill further requires the Legislative Analyst's Office to conduct and submit to the legislature an evaluation of the pilot program. The April 10 bill analysis is attached for additional detail.

SB 895 is co-sponsored by the American Federation of State, County, and Municipal Employees (AFSCME), the Community College League of California (CCLC), the Los Angeles Community College District (LACCD), and the United Nurses Associations of California (UNAC). The bill currently has over 70 supporters, including community colleges, health associations, and other state organizations (the full list of support and opposition is attached below).

Status: The bill was supposed to be heard on April 10 but was moved to April 24 in the Senate Education Committee. If approved, it will move to the Senate Appropriations Committee for a hearing by May 17 on any fiscal impacts to the state. If it passes, it will be voted on by the entire Senate by May 24. It would then move to the Assembly for policy, fiscal, and floor votes by the August 31 end-of-session deadline. The Governor would have until September 30 to sign or veto the bill.

RECOMMENDATION

It is recommended that the Board of Trustees vote to support SB 895 (Roth).

File Attachments

[SB 895 April 10 Bill Analysis Senate Education.pdf \(330 KB\)](#)

[Support and Opposition to SB 895.pdf \(105 KB\)](#)

Subject **12.4 Authorization to Execute Contract with an Energy Service Provider for Provision of Non-Core Natural Gas Energy Services District-wide (5 Mins.)**

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Access Public

Type Action

Preferred Date Apr 24, 2024

Absolute Date Apr 24, 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 an energy service provider for provision of non-core natural gas energy services districtwide, as detailed above, 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

AUTHORIZATION TO EXECUTE CONTRACT WITH AN ENERGY SERVICE PROVIDER FOR PROVISION OF NON-CORE NATURAL GAS ENERGY SERVICES DISTRICTWIDE

In July 1990 (Board Report No. 90-7-109B), the Board approved Adoption of Resolution No. 90-15 approving membership in School Project for Utility Rate Reduction (SPURR), a Joint Powers Authority of more than 300 public school districts, county offices of education and community colleges. SPURR was created to provide its members with reduced electricity and natural gas rates. Since then, SPURR has been providing the District natural gas districtwide.

There are two classifications of natural gas accounts: core (small accounts with month usage less than 20,800 therms) and non-core (large accounts with usage greater than 20,799 therms per month). The District has both core and non-core accounts with 95% of accounts classified as non-core or large accounts. As a note, the annual natural gas usage of the District is approximately 1.2 million therms. The best alternative for non-core accounts is to continue going with a third party supplier as PG&E does not supply commodity for non-core accounts. Non-core customers have lower PG&E distribution charges and are given lower priority during curtailment periods.

SPURR uses a competitive process to source retail providers to serve their program participants. For the past 30 years, the Natural Gas Program has been the exception, where SPURR itself has provided natural gas commodity retail service. SPURR has now decided to align their Natural Gas Program with their other programs by sourcing a retail provider. In the Spring of 2024, SPURR conducted a Request for Qualifications and Proposals (RFQP) seeking qualified vendors to provide retail natural gas commodity service for non-core accounts. SPURR is currently reviewing responses to their RFQP and will inform us of results in the next few weeks. The anticipated term of a new agreement is from 12-60 months.

Recommendation

It is recommended that the Board of Trustees authorize the Chancellor, or designee, to execute a new agreement with an energy service provider for provision of non-core natural gas energy services districtwide, as detailed above, effective July 1, 2024.

13. DISCUSSION ITEMS

Subject	13.1 Electricity Procurement Options (10 Mins.)
Meeting	Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. DISCUSSION ITEMS
Access	Public
Type	Discussion
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Chancellor
PREPARED BY:	Michele Rudovsky, Chief Facilities and Operations Officer

ELECTRICITY PROCUREMENT OPTIONS

On September 25, 2002 (Board Report No. 02-9-104B), the Board approved ratification of a 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 will expire on June 30, 2024.

FROM: Melissa Moreno, J.D., Interim Chancellor
PREPARED BY: Julie Johnson, Chief Human Resources Officer

PRESENTATION OF COLLABORATIVE RESULTS CONSULTANTS' COMPREHENSIVE REPORT ON NON-BARGAINING UNIT STAFFING AND COMPENSATION, 2009 - 2022

In Fall of 2023, Collaborative Results Consultants undertook a comprehensive review of hiring and employment transactions of all non-bargaining unit personnel from 2009 to 2022. Attached is their report and the District's response statement.

File Attachments

[Response to NBU Report.edited.pdf \(148 KB\)](#)

[Non-Bargaining Unit Staffing and Compensation Project - Comprehensive Report 2023-12-08.pdf \(8,630 KB\)](#)

Subject 13.3 Update on Development of Revised Class Cancellation Policy and Procedure (15 Mins.)

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 13. DISCUSSION ITEMS

Access Public

Type

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

UPDATE ON DEVELOPMENT OF REVISED CLASS CANCELLATION POLICY AND PROCEDURE

At the Study Session on November 8, 2023, the Board of Trustees received a report and engaged in a discussion of different concepts that impact our decision-making on class cancellation and invited our constituent groups to be a part of the discussion with the Board of Trustees. The attached report includes an update on activities engaged in since that Study Session, including the establishment and progress of the Class Cancellation and Course Maximums workgroup that was formed to draft revisions to the board policy and administrative procedure. The Board will receive a brief presentation on the draft revised Board Policy 6.04 and associated draft Administrative Procedure for Class Cancellation Guidelines.

File Attachments

[SMCCCD ClassCancellations_BPAP_Update.pdf \(189 KB\)](#)

[Board Policy 6.04 - Guidelines for Class Cancellation - DRAFT.pdf \(141 KB\)](#)

[SMCCCD AP6.04.1 GuidelinesforCourseCancellations-DRAFT.pdf \(131 KB\)](#)

14. COMMUNICATIONS

Subject **14.1 Comments Received via Board of Trustees Email**

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 14. COMMUNICATIONS

Access Public

Type Informational

File Attachments

[Letter to BOT from Qimmah Tamu 3 28 24 Redacted.pdf \(264 KB\)](#)

15. STATEMENTS FROM BOARD MEMBERS

16. RECONVENE TO CLOSED SESSION (if necessary)

Subject **16.1 Reconvened to Close Session**

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 16. RECONVENE TO CLOSED SESSION (if necessary)

Access Public

Type Procedural

17. RECONVENE TO OPEN SESSION (if necessary)

Subject **17.1 Reconvened to Open Session**

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 17. RECONVENE TO OPEN SESSION (if necessary)

Access Public

Type Procedural

Subject **17.2 Announcement of Reportable Action Taken In Closed Session (if necessary)**

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 17. RECONVENE TO OPEN SESSION (if necessary)

Access Public

Type Procedural

18. ADJOURNMENT

Subject **18.1 Adjourn**

Meeting Apr 24, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category	18. ADJOURNMENT
Access	Public
Type	Procedural