



Wednesday, September 11, 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/81796705164>
Dial-In: 1-669-900-9128 - Webinar ID: 817 9670 5164

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	Sep 11, 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 §54956.9 (d)(2), (d)(4), and (h): Conference with Legal Counsel - Anticipated Litigation: Significant Exposure to Litigation - Number of Potential Cases: 1

Meeting Sep 11, 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 Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Julie Johnson Employee Organization: AFT

Meeting Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

Subject 2.3 Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Julie Johnson Employee Organization: CSEA

Meeting Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

Subject 2.4 Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Julie Johnson Employee Organization: AFSCME

Meeting Sep 11, 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 Board Policy 7.73 and Administrative Procedure 7.73.1: Student Grievance Appeal

Meeting Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type

Subject 2.6 Pursuant to Gov. Code §54957: Public Employee Performance Evaluation: Chancellor

Meeting Sep 11, 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 Sep 11, 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 Sep 11, 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 Sep 11, 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 Sep 11, 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 Sep 11, 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 Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Access Public

Type Informational

File Attachments
[SMCCCD Presidents' Report to BOT 9-11-24.pdf \(971 KB\)](#)

Admin Content

October Executive Board Report to be attached.

Subject 6.2 District Academic Senate

Meeting Sep 11, 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 Sep 11, 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 Sep 11, 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 Sep 11, 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 Sep 11, 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 Sep 11, 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 August 28, 2024 Regular Meeting of the Board of Trustees (5 Mins.)**
Meeting Sep 11, 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., Chancellor

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

APPROVAL OF MINUTES FROM AUGUST 28, 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
[2024-08-28 Minutes.pdf \(140 KB\)](#)

10. NEW BUSINESS

Subject	10.1 Approval of Personnel Items
Meeting	Sep 11, 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., 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 09-11-24.pdf \(193 KB\)](#)

Subject 10.2 Adoption of Resolution Nos. 24-20, 24-21, 24-22, 24-23, and 24-24 Electing to be Subject to the Public Employees' Medical and Hospital Care Act at an Equal Amount for Employees and Annuitants with Respect to a Recognized Employee Organization (5 Mins.)

Meeting Sep 11, 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 adopt Resolution Nos. 24-20, 24-21, 24-22, 24-23 and 24-24 to change the contracting method from "All by Group" to "By Group."

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

ADOPTION OF RESOLUTION NOS. 24-20, 24-21, 24-22, 24-23, AND 24-24 ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

Staff recommends that the Board approve the following resolutions to change the contracting method from "All by Group" to "By Group." This adjustment will provide the District with greater flexibility, allowing each group's participation in the program to be managed independently of each other. This action is necessary to enable the District to create a new group for Adjunct Faculty, ensuring their participation remains separate from our permanent, full-time faculty member (Academic Employees - STRS Group). Below are the resolutions for our current groups, as well as the new Adjunct Faculty Group:

- Resolution 24-20: Academic Employees - STRS Group
- Resolution 24-21: Nonrepresented – Classified Group
- Resolution 24-22: AFSCME Group
- Resolution 24-23: Adjunct Faculty Group
- Resolution 24-24: Board of Trustees Group

The change to the contracting method will be activated by CalPERS effective November 1, 2024, pursuant to the receipt of these resolutions and CalPERS implementation procedures.

RECOMMENDATION

It is recommended that the Board adopt Resolution Nos. 24-20, 24-21, 24-22, 24-23, and 24-24 to change the contracting method from "All by Group" to "By Group."

File Attachments

[Board Resolution 24-20.pdf \(104 KB\)](#)

[Board Resolution 24-21.pdf \(104 KB\)](#)
[Board Resolution 24-22.pdf \(102 KB\)](#)
[Board Resolution 24-23.pdf \(103 KB\)](#)
[Board Resolution 24-24.pdf \(103 KB\)](#)

Subject **10.3 Adoption of Resolution. 24-25 Electing to Adopt Part-Time Faculty Benefits Under Section 22807.5 of the Public Employees' Medical and Hospital Care Act with Respect to a Recognized Employee Organization**

Meeting Sep 11, 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 adopt Resolution No. 24-25 to implement Government Code 22807.5 as a provision attached to the Adjunct Faculty Group.

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

ADOPTION OF RESOLUTION NO. 24-25 ELECTING TO ADOPT PART-TIME FACULTY BENEFITS UNDER SECTION 22807.5 OF THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

On June 21, 2024, the District and the AFT signed a Memorandum of Understanding (MOU) to establish a health insurance program for the period between July 1, 2024, through December 31, 2026, pending confirmation with CalPERS and the State Chancellor's Office. Since the MOU was signed, ongoing discussions with CalPERS have clarified that our District is eligible to create the Adjunct Faculty Group under the Public Employees Medical and Hospital Act (PEMHCA) Government Code 22807.5.

Pursuant to PEMHCA Government Code 22807.5, a contracting agency that is a community college district must file a *Part-Time Faculty resolution* to extend health eligibility to part-time faculty employees who have an appointment of at least one semester and whose teaching assignment with one or more community college districts equals or exceeds two courses or 40 percent of the cumulative equivalent of a minimum full-time teaching assignment, who are otherwise ineligible.

Staff recommends that the Board approve the following resolution to adopt PEMHCA Government Code 22807.5 as a provision attached to the Adjunct Faculty Group.

- Resolution 24-25: Adjunct Faculty Group – GC Section 22807.5

The adoption will be activated by CalPERS effective November 1, 2024, pursuant to the receipt of these resolutions and CalPERS implementation procedures.

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 24-25 to implement Government Code 22807.5 as a provision attached to the Adjunct Faculty Group.

File Attachments

11. CONSENT AGENDA

Subject	11.1 Measure H Bond Program: Bond List Revision
Meeting	Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Sep 11, 2024
Absolute Date	Sep 11, 2024
Fiscal Impact	No
Budgeted	Yes
Budget Source	Measure H and local funds
Recommended Action	Recommend that the Board of Trustees review and approve the bond list revision, as presented.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor of Administrative Services

MEASURE H BOND PROGRAM: BOND LIST REVISION

As presented to the Board of Trustees on August 28, 2024 (item 13.2), in the spirit of radical transparency, the Board of Trustees will review and approve all changes to the bond program master project list via the Bond List Revision process through the Consent agenda.

This Bond List Revision Request report reflects the following revisions:

- Budget transfer to the College of San Mateo Building 19 Rehabilitation Project in the amount of **\$1,778,464.47** from DW Program Management, Legal, District Office Labor and Other Indirect Program Costs to accommodate budget needs. Budget augmentation to include Measure H interest earnings allocation in the amount of \$964,167.78
- Budget transfer from College of San Mateo B30 Team House Renovation project in the amount of **\$1,000,000** to DW Program Management, Legal, District Office Labor and Other Indirect Program Costs. The CSM B30 Team House Renovation project is no longer being funded by Measure H.

Please refer to the attached Bond List Revisions Approval Request report for details on each project revision included on the Measure H Bond List Revision dated September 11, 2024.

File Attachments

[Bond List Revision #20-FINAL.pdf \(130 KB\)](#)

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 Approval to Execute Cell Site Use Permit with New Cingular Wireless PCS, LLC - Skyline College
Meeting	Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Sep 11, 2024
Absolute Date	Sep 11, 2024
Fiscal Impact	No
Recommended Action	It is recommended that the Board of Trustees approve the execution of the cell site use permit with New Cingular Wireless PCS, LLC at Skyline College. The term of the site use permit would be for five (5) years with an option to renew for three (3) successive five (5)-year renewal terms.

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 EXECUTE CELL SITE USE PERMIT WITH NEW CINGULAR WIRELESS PCS, LLC – SKYLINE COLLEGE

In recent years, the Board has authorized the District to execute a series of agreements with wireless communication companies for installation of radio equipment at various District sites. Recently, New Cingular Wireless PCS, LLC approached the District with a request to install and operate its cellular communications equipment at Skyline College. After review of the equipment proposal, the District negotiated a favorable agreement with New Cingular Wireless PCS, LLC.

New Cingular Wireless will use approximately three hundred eighty-eight (388) square feet of land beside the Facilities Maintenance Center for placement of the communications equipment. The permit calls for a one-time administrative fee of \$3,000 and an annual payment to the District of \$63,654, with an annual three percent (3%) increase throughout the period of the permit. The period would be for five (5) years with an option to renew for three (3) successive five (5)-year renewal terms.

RECOMMENDATION

It is recommended that the Board of Trustees approve the execution of the cell site use permit with New Cingular Wireless PCS, LLC at Skyline College. The term of the site use permit would be for five (5) years with an option to renew for three (3) successive five (5)-year renewal terms.

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.

12. OTHER RECOMMENDATIONS

Subject	12.1 Adoption of Resolution 24-19: Resolution in Honor of Hispanic Heritage Month (5 Mins.)
Meeting	Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	12. OTHER RECOMMENDATIONS
Access	Public
Type	Action
Preferred Date	Sep 11, 2024
Fiscal Impact	No
Budgeted	No
Recommended Action	It is recommended by administration and staff to adopt Resolution 24-19 in honor of Hispanic Heritage Month.

File Attachments
[2024-0911 Hispanic Heritage Resolution 24-19.pdf \(78 KB\)](#)

Subject	12.2 Public Hearing on the 2024-25 Final Budget (5 Mins.)
Meeting	Sep 11, 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 of Trustees proceed with the public hearing of the proposed 2024-25 Final Budget for the San Mateo County Community College District

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Richard Storti, Executive Vice Chancellor

PUBLIC HEARING ON THE 2024-25 FINAL BUDGET

California Code of Regulations, Title V §58301, specifies that the proposed budget for the ensuing year be available for public inspection and that a public hearing be held.

The proposed 2024-25 budget to be presented for adoption has been available for public inspection since September 6, 2024, and in conformance with §58301, the public hearing has been scheduled for this meeting of September 11, 2024.

In accordance with the Code, notification of the dates and physical and virtual locations at which the proposed budget was available for inspection, as well as the date, time, and location of the public hearing, was published in the San Mateo Daily Journal on August 22, 2024.

Subject **12.3 Adoption of the District 2024-25 Final Budget (15 Mins.)**

Meeting Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Access Public

Type Action

Recommended It is recommended that the Board of Trustees adopt the 2024-25 Final Budget as
Action presented and that the CCFS-311 Report be submitted to the State Chancellor's Office.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Richard Storti, Executive Vice Chancellor

ADOPTION OF THE DISTRICT FY 2024-2025 FINAL BUDGET

§58301(c) of the California Code of Regulations, Title V, requires that "on or before the 15th day of September, the governing board of each district shall adopt a final budget." The adoption of the budget will provide the District with a comprehensive financial plan of income sources and proposed expenditures for the 2024-25 fiscal year.

File Attachments

[2024-25 Adopted Budget Document.pdf \(3,291 KB\)](#)

[Budget Slides 2024-25.pdf \(485 KB\)](#)

Subject **12.4 Create Ad Hoc Committee on Strategic Planning Process (5 Mins.)**

Meeting Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Access Public

Type Action

Recommended It is recommended that the Board of Trustees determine who will serve on the Ad Hoc
Action committee to participate in the Strategic Planning process.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

CREATE AD HOC COMMITTEE THE STRATEGIC PLANNING PROCESS

In accordance with Board Policy 3250 (2.75) and its associated Administrative Procedure 3250 (2.75.1), the District embarks on a regular Strategic Planning Process. Staff asks whether members of the Board of Trustees would like to opt in to be a part of the process.

RECOMMENDATION

If the Board is interested in participating in the District's Strategic Planning Process, the Board can determine who will serve on the Ad Hoc committee for this purpose.

Subject	12.5 CCCC Equal Employment Opportunity (EEO) Annual Certification Form Fiscal Year 2023-24 (5 Mins.)
Meeting	Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	12. OTHER RECOMMENDATIONS
Access	Public
Type	Discussion

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

CCCCO EQUAL EMPLOYMENT OPPORTUNITY (EEO) ANNUAL CERTIFICATION FORM FISCAL YEAR 2023-24

Background

In July 2021, the Board of Governors of the California Community Colleges amended the regulations governing Equal Employment Opportunity (EEO) programs to require more robust and accountable programs. Districts are now tasked with annual reporting of EEO-related activities in order to receive EEO funds appropriated by the Legislature.

California Code of Regulations, Title 5, Section 53024.2 sets forth the categories of information that must be reported as part of this annual certification. Districts must certify that they have:

1. recorded, reviewed, and reported the data required regarding qualified applicant pools and longitudinal data;
2. reviewed and updated, as needed, the Strategies Component of the district's EEO Plan;
3. investigated and appropriately responded to formal harassment or discrimination complaints filed pursuant to the process found beginning at Section 59300 of title 5 of the California Code of Regulations; and
4. expended Equal Employment Opportunity funds in accordance with the purposes set forth in subdivision (c) of section 53030.

This review is an annual process that districts must complete every year. This form combines the reporting of all items listed in Section 53024.2 into a single document, expressly subsuming and replacing the EEO Fund District Expenditure Report and the Multiple Method Allocation Certification Forms used in past years.

File Attachments
[SMCCCD CCCC EEO Annual Cert Form 9.11.24.pdf \(2,323 KB\)](#)

13. DISCUSSION ITEMS

Subject	13.1 Beyond Compliance: Learning, Growing, and Contributing to our District through NCORE (15 Mins.)
Meeting	Sep 11, 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: Diva Ward, Director of Strategic Grant Initiatives
Mwanaisha Sims-Adams, Director of Civil Rights and Compliance

BEYOND COMPLIANCE: LEARNING, GROWING, AND CONTRIBUTING TO OUR DISTRICT THROUGH NCORE

Our District has supported participating in and attending the National Conference on Race and Ethnicity (NCORE) Conference through our District Antiracism Council (ARC) since 2022. In 2023, our District Antiracism Council invited applicants across the District, from all three colleges and our District Office to submit application to be a part of a competitive process to determine participation in one of the most transformational conferences engaging in dialogue around how to be better prepared to serve our diverse student population.

The Antiracism Council Planning Team received more than 130 applications to be a part of a delegation that would represent our District, and the California Community Colleges. The District Antiracism Council Delegation supported **130** participants to attend the NCORE Conference with more than **30** members of our District Community presenting at the conference.

The Board will receive a presentation about NCORE and the District's participation in this national conference.

File Attachments

[SMCCCD BeyondCompliance 2024NCORE-BoardReport.pdf \(1,027 KB\)](#)
[SMCCCD BeyondCompliance 2024NCORE-BoardPresentation.pdf \(2,477 KB\)](#)

Subject	13.2 Consideration of Financial Partnership with JobTrain (10 Mins.)
Meeting	Sep 11, 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: DR. RICHARD STORTI, EXECUTIVE VICE CHANCELLOR

CONSIDERATION OF FINANCIAL PARTNERSHIP WITH JOBTAIN

JobTrain is a 501(c)3 nonprofit educational and training institution accredited by the Western Association of Schools and Colleges. JobTrain's programs combine vocational training, academics, and essential skills development, preparing students to turn their lives around—from unemployment and poverty to success and self-sufficiency. Strong partnerships with employers ensure that students receive the training they need for employment so that businesses can find motivated workers who are well trained for their jobs. Since 1965, JobTrain has been adapting to meet current employment needs. Since its inception, more than 190,000 low-income individuals and their families have benefited from JobTrain's programs.

The missions of District and JobTrain are closely aligned with a focus on improving access, increasing enrollment, and offering transformational learning programs to students of San Mateo County. The District also has a long history of partnering with JobTrain. JobTrain currently provides educational space to Cañada College.

JobTrain is currently located in Menlo Park and is in the process of developing a new facility in East Palo Alto that encompasses 50,000 sq ft. The new Center for Economic Mobility is the embodiment of JobTrain's strategic direction, to help low-income people achieve lifetime economic mobility, supporting them until they reach economic independence. The new facility will enable JobTrain to build a modern workforce development center, increase training facilities, host key economic mobility partners, like Cañada, and administering our growing regional footprint with expanded administrative staffing and much more.

JobTrain has raised \$33 million for its new facility and is exploring funding options for an additional \$6 million to cover the total project cost of \$39 million.

Staff seeks Board direction in exploring possible ways the District can partner with JobTrain. Possible options identified by Staff include leasing space in the new facility with a possible advance payment, a direct loan to JobTrain, and a possible lease-leaseback arrangement where the District invests in leasehold improvements and leases them back to JobTrain. Staff is working with County Counsel to determine allowable arrangements.

Subject	13.3 SMCCCD District Strategic Planning Process 2024-25 (10 Mins.)
Meeting	Sep 11, 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: Dr. Aaron McVean, Vice Chancellor

DISTRICT STRATEGIC PLANNING PROCESS 2024-25

The San Mateo County Community College District (SMCCCD) is developing a new District Strategic Plan (DSP) during the 2024-25 academic year that will guide the efforts of the District and its three Colleges for the next five years. The District has AP 3250 (2.75.1) that identifies the basic components of the DSP process that will be used in the upcoming year, including establishing a DSP Advisory Committee. The adopted Board of Trustees mission, goals, and priorities will serve as a starting point for establishing the broader goals, objectives, measurable outcomes, data dashboards, and districtwide strategic initiatives that will form the basis of the District Strategic Plan for 2025-2030. A brief report is included in this agenda item that further describes the process that will be used.

File Attachments

[SMCCCD DSP 2024-25-BoardReport.pdf \(127 KB\)](#)

14. COMMUNICATIONS

15. STATEMENTS FROM BOARD MEMBERS

16. RECONVENE TO CLOSED SESSION (if necessary)

Subject	16.1 Reconvened to Close Session
Meeting	Sep 11, 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 Sep 11, 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 Sep 11, 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 Sep 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 18. ADJOURNMENT

Access Public

Type Procedural