

**AGENDA**  
**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**February 22, 2012**  
**District Office Board Room**  
**3401 CSM Drive, San Mateo, CA 94402**

**NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS**

*The Board welcomes public discussion.*

- *The public's comments on agenda items will be taken at the time the item is discussed by the Board.*
- *To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items;" at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*
- *If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements should be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations." A member of the public may also write to the Board regarding District business; letters can be addressed to 3401 CSM Drive, San Mateo, CA 94402.*
- *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three day notice. For further information, contact the Executive Assistant to the Board at (650) 358-6753.*
- *Regular Board meetings are tape recorded; tapes are kept for one month.*

*Government Code §54957.5 states that public records relating to any item on the open session agenda for a regular board meeting should be made available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to the members of the Board. The Board has designated the Chancellor's Office at 3401 CSM Drive for the purpose of making those public records available for later inspection; members of the public should call 650-358-6753 to arrange a time for such inspection.*

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**6:00 p.m.      ROLL CALL**

**Pledge of Allegiance**

**DISCUSSION OF THE ORDER OF THE AGENDA**

**MINUTES**

12-2-1            Minutes of the Regular Meeting of January 25, 2012

12-2-2            Minutes of the Annual Board Retreat of February 4, 2012

**STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES**

**PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS**

12-2-6C            Recognition by the Board of Nominees for the California Community College Classified Employee of the Year Award

**BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES**

12-2-7C            DegreeWorks Implementation Update

**STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

## **NEW BUSINESS**

- 12-2-1A Approval of Personnel Actions: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel

### **Approval of Consent Agenda**

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

- 12-2-1CA Ratification of November and December 2011 District Warrants

### **Other Recommendations**

- 12-2-1B Approval of Curricular Additions – College of San Mateo and Skyline College
- 12-2-2B Approval of Community Education Youth Program, Summer 2012
- 12-2-100B Acceptance of 2011-12 Mid-Year Budget Report and Approval of Budgetary Transfers and Income Adjustments for the Period Ending December 31, 2011
- 12-2-101B Adoption of Resolution No. 12-3 Authorizing Issuance of Tax and Revenue Anticipation Notes
- 12-2-102B Approval for Categorical Funding Transfers
- 12-2-103B Acceptance of the Center for Law and Social Policy (CLASP), Benefits Access for College Completion Grant (BACC) – Skyline College
- 12-2-104B Acceptance of Bay Area Workforce Funding Collaborative Award to Skyline College
- 12-2-105B Acceptance of California Community Colleges Chancellor's Office State Trade and Export Promotion (STEP) Award to Skyline College
- 12-2-106B Approval of Revisions to District Rules and Regulations: Policies 1.02, Organization of the Board; 1.10, Duties and Responsibilities of the Board; 1.30, Compensation of Board Members; 1.35, Board Member Conduct; 1.40, Meetings of the Board; 1.45, Agendas for Meetings; 1.60, Rules of Order for Board Meetings; 2.21, Policy on Professional Ethics; 2.26, Drug-Free Workplace and Educational Environment; 6.25, Pass/No Pass Options; 8.06, Investment of District Funds; 8.29, Security of Criminal Records; 8.31, Disposal of District Property; 8.35, Cash Collections; 8.40, Risk Management; 8.42, Tax Deferred Compensation; 8.50, Accidents; 8.66, Solicitation of Funds; 8.67, Advertising in District Publications; 8.72, Refund of Fees; 8.74, Exemptions and Waivers from Fees
- 12-2-107B Approval of Construction Consultants

## **INFORMATION REPORTS**

- 12-2-8C 2012 Contractor Prequalification Update
- 12-2-9C Discussion of Board of Trustees Self-Evaluation, 2012

## COMMUNICATIONS

### STATEMENTS FROM BOARD MEMBERS

#### RECESS TO CLOSED SESSION

1. Closed Session Personnel Items
  - A. Public Employment: **Cañada College** – Counselor, Counseling Services; Assistant Project Director, Science & Technology; Retention Specialist, Science & Technology; Project Director, International Student Program, Center for International & University Studies; **College of San Mateo** – Cosmetology Aide, Business/Technology; **District Office** – Groundskeeper, Facilities Planning & Operations; Custodian, Facilities Planning & Operations
  - B. Public Employee Discipline, Dismissal, Release
  - C. Establishment of Equivalency to Minimum Qualifications
2. Conference with Labor Negotiator  
Agency Negotiator: Harry Joel  
Employee Organizations: AFSCME, AFT and CSEA
3. Conference with Legal Counsel  
Existing Litigation – 1 Case: Citizens for a Green San Mateo v. San Mateo County Community College District et al.; Case # CIV50680
4. Public Employee Performance Evaluation – Chancellor

#### CLOSED SESSION ACTIONS TAKEN

#### ADJOURNMENT