

## MINUTES

October 25, 2006

San Mateo, California

### **The meeting was called to order at 6:10 p.m.**

Board Members Present: President Mandelkern, Vice President-Clerk Hausman, Trustees Holober (arrived late), Miljanich and Schwarz, and Student Trustee Young

Others Present: Chancellor Galatolo, Skyline President Morrow, Cañada Interim President Mohr, CSM Vice President, Student Services Griffin (for President Kelly), and District Academic Senate President Kapp

### **Pledge of Allegiance**

### **DISCUSSION OF THE ORDER OF THE AGENDA**

None

### **MINUTES**

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the minutes of the Study Session of the Board of September 11, 2006. The motion carried, all members voting "Aye."

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the minutes of the Regular Meeting of the Board of September 26, 2006. Trustee Schwarz requested amendment of the minutes as follows: page 2, under Approval of Consent Agenda, paragraph 2 to read, "Trustee Schwarz asked that Board Report No. 06-9-3CA be set aside for separate discussion. Trustee Hausman asked that Board Report No. 06-9-6CA be set aside for separate discussion;" under Renewal of Agreements with American Institute for Foreign Study (AIFS), paragraph 1 to read, "Trustee Schwarz inquired about the popularity of this program." The motion to approve the minutes as amended carried, all members voting "Aye."

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the minutes of the Study Session of the Board of October 11, 2006. The motion carried, all members voting "Aye."

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

None

### **STATEMENTS FROM EXECUTIVES**

Executive Reports were presented by Chancellor Galatolo, Skyline President Morrow, CSM Vice President Griffin, Cañada Interim President Mohr, District Academic Senate President Kapp, and Cañada Associated Student President Kevin Chappell.

Chancellor Galatolo spoke about an article by Director of Bookstore Operations Tom Bauer on the District's textbook rental program, published in the "Colleges Services" journal. He emphasized the cost savings, explaining that from July 2005 through June 2006, students rented textbooks for approximately \$58,000; if they had purchased the books, the cost would have been approximately \$230,000. Trustee Hausman suggested that local press be notified that this article was published in a national journal. Chancellor Galatolo also described the potential to control the cost of textbooks through use of "e-books" which can be downloaded. Students may be able to save up to 35% when purchasing e-books and have ease of use with laptop computers.

In response to a question from Trustee Schwarz at the last Board meeting regarding the Gateway Program, President Morrow distributed a description of the program. It is a learning community, helping students with basic skills to help them be successful in college and in the workplace. The Gateway program has served as a model for other programs and has been recognized nationally. Trustee Schwarz asked if the program helps

foster children who are transitioning out of the system; she was informed that this group of students has been a particular focus of the Walter S. Johnson Foundation, one of the program funders, and that the program does serve these students, among others.

As part of her report, Vice President Griffin noted that the Boston Globe ran an article about the Bulldogs football team. Chancellor Galatolo added that the team has had a very successful season thus far and that the goal is to play in a bowl game.

President Mohr commended Associated Students President Kevin Chappell and others in the Student Senate for working to increase student extracurricular activities.

District Academic Senate President Kapp reported that he and three others will attend the State Academic Senate planning session this coming weekend. He said that there are two meetings per year, and he will invite Board members to the next meeting that is held in the Bay Area. The State Academic Senate makes recommendations to the State Chancellor's office.

Cañada Associated Students President Kevin Chappell reported on recent and upcoming activities planned with the goal of bringing together various groups on campus, and promoting unity of students, staff and faculty. The ASCC sponsored a successful barbecue at which clubs set up tables. The Young Latino Leaders Club raised \$5,000 at a recent fundraiser. At the September 4 ASCC retreat, goals were developed, including recognition of and awards to staff members selected by students; upgrading of campus security at night; organization of events on campus for the community; and outreach to local high schools.

Upcoming ASCC events include a Halloween contest; two food drives; United Nations Day on November 2; the allcollege meeting for strategic planning on November 8; encouragement of support for the athletic teams; a drive to obtain signatures for a ballot initiative regarding community college fee reduction; a candlelight vigil for domestic violence prevention; and an immigration forum.

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

None

#### **NEW BUSINESS**

#### **APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (06-10-2A)**

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the actions in Board Report No. 06-10-2A. The motion carried, all members voting "Aye."

#### **ADOPTION OF RESOLUTION NO. 06-16 OF THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT, INCREASING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT (06-10-3A)**

It was moved by Trustee Holoher and seconded by Trustee Miljanich to approve the adoption of Resolution No. 06-16. The motion carried, all members voting "Aye."

#### **APPROVAL OF CONSENT AGENDA (06-10-1CA – 06-10-6CA)**

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the Consent Agenda. The motion carried, all members voting "Aye."

#### **ADOPTION OF RESOLUTION NO. 06-17 OF THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT ENDORSING THE CALIFORNIA EDGE CAMPAIGN (06-10-5B)**

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve adoption of Resolution No. 06-17. The motion carried, all members voting "Aye."

**APPROVAL OF REVISION TO DISTRICT RULES & REGULATIONS SECTION 2.27, POLICY ON SMOKING (06-10-6B)**

It was moved by Trustee Holober and seconded by Trustee Schwarz to approve revision to District Rules & Regulations Section 2.27, Policy on Smoking. Trustee Holober asked why this revision was being proposed. President Morrow explained that at Skyline there had been some student and faculty complaints about certain locations on campus where non-smokers could not avoid passing through groups of smokers in order to access buildings. Approximately 18 months ago, the College Council began to investigate the issue and proposed designated smoking areas on campus as a potential solution to this problem. Trustee Miljanich asked how the smoking policy is enforced. President Morrow replied that enforcement has been informal, simply asking people to move to a non-smoking area. Adequate signage is also essential and helps with enforcement. Chancellor Galatolo added that if people are smoking near air intake vents the smoke can be sucked into the entire building. Trustee Miljanich suggested that, in recognition that it is difficult to break a smoking habit, stop smoking classes could be offered. In response to a question from Trustee Schwarz asking if there have been any problems with guests smoking on campus, President Morrow replied that she is not aware of any problems. President Mandelkern noted that President Morrow handled a recent difficult situation very well. District Academic Senate President Kapp added that the purpose of the revised policy is to allow decisions to be made at the campus level, tailored to the individual needs and situations of the colleges.

Following discussion, the motion to approve revision to District Rules & Regulations Section 2.27, Policy on Smoking carried, all members voting "Aye."

**BID AWARD TO SONY ELECTRONICS FOR DIGITAL BETA CAM PLAYER-KCSM (06-10-102B)**

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the bid award to Sony Electronics. The motion carried, all members voting "Aye."

**AWARD OF CONTRACT FOR PURCHASE OF PORTABLE RESTROOM UNIT, SKYLINE COLLEGE (06-10-103B)**

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the award of contract for purchase of portable restroom unit. The motion carried, all members voting "Aye."

**AUTHORIZATION TO ADJUST BOARD MEMBER COMPENSATION IN COMPLIANCE WITH LEGISLATION (06-10-104B)**

It was moved by Trustee Hausman and seconded by Trustee Holober to authorize adjustment of Board member compensation. Chancellor Galatolo explained that SB 214 authorizes a 5% increase annually. In the past five years, Board compensation has increased 15%, while staff and faculty compensation has increased by just under 26%. Chancellor Galatolo recommended bringing this item to the Board every January for routine approval. President Mandelkern said that he personally does not want an increase and, if carried, will donate the amount of his increase to the Foundation. Trustee Hausman stated her opinion that compensation can be incentive to encourage people to declare candidacy for Board position openings. After discussion, the motion carried, 4-1, with President Mandelkern dissenting.

**APPROVAL OF AGREEMENT WITH ROCKRIDGE PARTNERS, INC. FOR MANAGEMENT SERVICES FOR INSURANCE INSTRUCTOR TRAINING INITIATIVE (06-10-105B)**

It was moved by Trustee Holober and seconded by Trustee Hausman to approve the agreement with Rockridge Partners, Inc. as described in Board Report 06-10-105B. Trustee Hausman asked if insurance is a growing industry and said that it will be interesting to see if students want to take courses in the field. Vice President Griffin said that the program was designed at the request of the insurance industry because there are not enough people to fill entry level positions. Chancellor Galatolo noted that the Board acted at an earlier meeting to create this program.

President Mandelkern asked why this training initiative will use contract faculty rather than District faculty. District Academic Senate President Kapp said that it would be preferable to have the courses taught by District

faculty if they are qualified. Due to the fact that CSM Vice President Mike Claire was not at the meeting (he was on an accreditation visit elsewhere in the state), no staff member could adequately answer that question. Chancellor Galatolo suggested that it is possible that the District might be acting as fiscal agent, simply passing resources through. Executive Director of Construction and Planning Services Rick Bennett provided written information to Chancellor Galatolo which suggested that the District does act as fiscal agent in this case. President Mandelkern said that in these cases, the Board's role should be to determine if accepting the grants is beneficial to the District.

Trustee Hausman noted that since the terms of the agreement began in September, approval would be partly retroactive. Trustee Holoher agreed, saying that if the Board does not approve the agreement, the program will not proceed. He added that in the future, the Board should get information ahead of time. Trustee Schwarz added that it is not a good idea to present reports without the appropriate people present to answer questions.

Trustee Holoher moved to amend the motion to state that:

*The Board approves current obligations under the contract with Rockridge Partners, Inc., for the period September 12 through November 8, 2006. The Board will be provided a comprehensive report at the November 8, 2006 Board meeting, and at that time will consider a motion to continue to meet future obligations.*

The amended motion was seconded by Trustee Miljanich. The motion carried, all members voting "Aye."

## **INFORMATION REPORTS**

### **FINAL REPORT ON LEGISLATION-2006 (06-10-2C)**

Director of Community and Government Relations Barbara Christensen told the Board that the report is a traditional year-end report and said the first page show bills of interest to our District. In response to a question from President Mandelkern regarding the meaning of "Chapered," Director Christensen replied that this means the bill has been signed.

### **BOARD OF TRUSTEES SELF-EVALUATION (06-10-3C)**

Trustee Hausman noted that overall, the Board's evaluation was very good, with most of the responses falling into the "meets expectations" or "exceeds expectations" categories. Trustee Holoher suggested putting the self-evaluation on the agenda for the Board Retreat, particularly those items which the Board rated lower or in which there was a divergence of opinion. There was agreement from all members. Overall, the Board believes that it works well together. President Kapp added that he has observed the conduct of various Boards around the state, and appreciates how well this Board works together in comparison.

### **STATEMENTS FROM BOARD MEMBERS**

Trustee Holoher announced that Rose Guilbault was recently named to the Board of Governors of California Community Colleges and suggested that the Board meet with her. Chancellor Galatolo said that staff will work on setting up a meeting.

Trustee Hausman attended the College of San Mateo ice cream social, at which service awards were presented to employees with 10 through 40 years of service.

Trustee Schwarz attended a fundraiser for the theater department at Cañada College. She said that there will be a dessert reception in the Flex Theater on November 30 and December 1. Trustee Schwarz raised the issue of sending the board packet electronically. Discussion ensued regarding the advantages and disadvantages, and with Board members stating their preferences. Chancellor Galatolo said that he would like to have a broader discussion on this topic and he will advance options to the Board. He added that the delivery method does not need to be the same for everyone.

President Mandelkern reminded everyone present to vote on November 7. President Mandelkern also noted that the photograph on the cover of the College of San Mateo catalog is composed of seven females and one male; he wonders if this reflects reality.

**COMMUNICATIONS**

None

**RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 8:20 p.m.

The Board reconvened to Public Session at 9:58 p.m.

**CLOSED SESSION ACTIONS TAKEN**

President Mandelkern reported that, during the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 5-0 to approve the actions in Board Report No. 1-A and 1-B.

**ADJOURNMENT**

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 9:59 p.m.

The next Regular Meeting of the Board will be November 8, 2006, beginning at 6:00 p.m. in the District Board Room.

Submitted by

Ron Galatolo  
Secretary

Approved and entered into the proceedings of the November 8, 2006 meeting.

Helen Hausman  
Vice President-Clerk