

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
March 26, 2008
San Mateo, CA**

The meeting was called to order at 6:04 p.m.

Board Members Present: President Holober, Vice President-Clerk Schwarz, Trustees Hausman and Mandelkern, and Student Trustee Young

Absent: Trustee Miljanich

Others Present: Chancellor Galatolo, Executive Vice Chancellor Keller, Skyline College President Morrow, College of San Mateo President Claire, Cañada College President Mohr, and District Academic Senate President Dilko

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Trustee Hausman and seconded by Vice President Schwarz to approve the minutes of the Study Session of the Board of March 12, 2008. The motion carried, all members voting "Aye."

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

None

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Executive Reports were presented by Chancellor Galatolo, Skyline College President Morrow, College of San Mateo President Claire, Cañada College President Mohr, Executive Vice Chancellor Keller, District Academic Senate President Dilko, and Cañada College Associated Students President Juan Arias and Vice President Anahi Chavez. Copies of the Presidents' written Executive Reports were distributed at the meeting and are attached to the official minutes of record.

Chancellor Galatolo was in Sacramento today to make a presentation before the California Postsecondary Education Commission. He also announced that there will be an art exhibit on April 4 in the College of San Mateo Theatre featuring works of Professor Mohsen Janatpour.

President Morrow highlighted items in her written report.

Adding to his written report, President Claire said the Associated Students are working on campus dialogue and will sponsor a Diversity Day on April 8 from 12:00 to 2:00 in front of the library.

President Mohr distributed brochures on The First-Year Experience Program and Crossing Borders, as well as a "Fall 2004 Cohort" report. President Mohr said the information contained in the report supports the rationale for the two basic skills programs.

Executive Vice Chancellor Keller distributed the Community College League of California publication, "Introduction to Fiscal Responsibilities: A Resource For Community College Trustees."

District Academic Senate President Dilko reported that the Academic Senate has shifted direction in its yearly agenda to address the concerns of the accreditation reports. At College of San Mateo, work is continuing on strategic planning and incorporating the Student Learning Outcome and assessment program evaluations into the

College planning process. At Cañada, there will be an all-day summit tomorrow for instructional faculty to develop Student Learning Outcomes and assessments for all courses. The Academic Senate will be participating, along with a cross-District and cross-disciplinary group, to examine calendar revision possibilities; they hope to have information to disseminate in the fall. The Faculty Senates are leading an investigation into the adoption of a digital curriculum development and tracking system called CurricUNet, which would facilitate communication among the Colleges on issues such as prerequisites and common course numbering. The Academic Senate will bring a recommendation to the Board regarding plus/minus grading.

Cañada College Associated Students Vice President Chavez reported on spring activities, including a retreat in January during which students planned a Spring Fling and worked on recruitment for senators. She reported that the Student Senate is filled to capacity, with 18 members. Cañada College Associated Students President Arias said a staff luncheon was held to promote communication and cooperation with staff. There was also a Club Day with tables for all active clubs. The annual Spring Fling will take place on April 23 and staff will be part of this event. Student elections will take place in the fall. President Arias thanked the Board for their support and thanked Student Trustee Young for attending meetings and keeping students informed about District-level activities and issues.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Several students enrolled in welding, blacksmithing and fabrication courses at College of San Mateo addressed the Board. They all expressed dismay at the recent events concerning the program. Included in their remarks were the following:

- Three or four weeks ago, there were rumors that the classes would be shut down or moved to a smaller space. During spring break, students received emails informing them that a move was taking place and they should come and move their possessions. The move was caused by the “domino effect” resulting from the demolition of Building 5/6.
- Students believe that, in keeping with shared governance principles, students should have been provided information and consulted before a move was initiated.
- It is difficult to complete projects in the smaller space provided and ventilation is inadequate.
- The quality of classes taught by Lilya Vorobey and Durella Combs cannot be found anywhere else in the Bay Area. The programs provide valuable hands-on experience. Students are sent to the classes by Sun Microsystems, Apple, Hewlett Packard, Adobe, the Stanford Industrial Design program, contractors, and new startup companies.
- 90% of graduates of the programs stay in the Bay Area and are employed in the field. The programs open doors for people who want to work with their hands. Students range in age from 17 to 55 and include professionals, students just out of high school, and people embarking on second careers.

The speakers asked the Board to reconsider the options and continue the courses with appropriate space allocated.

President Holober thanked the speakers and, with agreement by the full Board, asked that staff prepare a report for the April 9 Study Session. He asked that the Board be informed if any action on this issue is imminent. He noted that any questions about safety issues must be addressed immediately.

President Claire said he would like to meet with students enrolled in the classes. He explained that Building 5/6 had to be vacated sooner than expected and the Bookstore had to move, causing the domino effect. He said that 4,000 square feet have been allocated to the program so that students can complete their projects. The original machine shop was also 4,000 square feet and in 1981 supported 373 enrollments, compared with 34 enrollments currently. President Claire said he and staff are committed to carrying out the program through the end of the semester.

Mario Mihelcic from College of San Mateo Admissions acknowledged President Claire and Dean Henry Villereal for their support of improved services for veterans. CSM Admissions received an email from a

member of the military serving in Iraq who wishes to take classes at CSM in the fall. The Classified Senate has set aside \$100 for a scholarship to support veterans.

UNFINISHED BUSINESS (FROM THE BOARD STUDY SESSION OF MARCH 12, 2008)

SPRING 2008 CENSUS DATA (08-3-2C)

Chancellor Galatolo highlighted comparative data shown in the Board Report. Total headcount is up approximately 5.7%. The overall distribution of headcount among the Colleges is approximately the same for spring 2008 as it was for spring 2007.

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (08-3-2A)

It was moved by Trustee Hausman and seconded by Trustee Mandelkern to approve the actions in Board Report No. 08-3-2A. The motion carried, all members voting "Aye."

RE-EMPLOYMENT OF CONTRACT AND REGULAR FACULTY FOR THE 2008-09 ACADEMIC YEAR (08-3-3A)

It was moved by Vice President Schwarz and seconded by Trustee Mandelkern to approve re-employment as described in the report. The motion carried, all members voting "Aye." Chancellor Galatolo informed that Board that congratulatory letters will be sent to second-year Contract II/IV employees who will be advanced to Regular (Tenure) status beginning with the 2008-09 academic year.

Other Recommendations

ELECTION OF BOARD OF DIRECTORS, CALIFORNIA COMMUNITY COLLEGE TRUSTEES – 2008 (08-3-3B)

It was agreed by consensus that this item will be postponed to the April 9 Study Session.

APPROVAL OF INCREASE IN STUDENT HEALTH SERVICES FEE (08-3-100B)

It was moved by Trustee Hausman and seconded by Vice President Schwarz to approve the fee increase as described in the report.

Student Trustee Young distributed resolutions passed by Associated Students at College of San Mateo and Skyline College in opposition to the increase. She said that the Cañada College Associated Students also passed a similar resolution. Student Trustee Young said students believe the shared governance process was overlooked. She noted that, in contrast, last year the Associated Students at all three Colleges were consulted. Student Trustee Young found out about the proposed increase at a District Shared Governance Council meeting but she is not sure why it was presented as an information item only while seemingly similar items, such as the parking fee increase, are brought to the Council for approval.

Chancellor Galatolo said the fundamental difference between health service fees and parking fees is that one is mandatory and the other is not. The District is required by statute to provide health services and maintenance of effort is required. Through the statute, the District is allowed to increase fees occasionally to try to cover actual costs. The mandated backfill which the State is required to pay is meant to pick up the cost that is not covered by the fees. However, the State has not paid the backfill in five years.

Chancellor Galatolo asked Chief Financial Officer Kathy Blackwood to explain the process through which the fee increase proposal was developed. CFO Blackwood said that last year, the fee increase proposal was taken to the Associated Students at each College and to the District Shared Governance Council. However, by the time the increase was approved, registration had already begun and students were charged the increase retroactively,

causing great consternation. As a result, it was recommended that the fee increase proposal be brought for approval in advance of the State approval. CFO Blackwood presented a proposal to each of the Vice Presidents-Student Services and asked them to take it through the process at each College. She also gave the proposal to Vice Chancellor Luan to share with the District Shared Governance Council.

CFO Blackwood explained how the mandated cost claim system works. She said it is assumed that the District will charge the maximum fee; therefore, this fee amount is deducted from the District's claim whether we collect the fee or not. If it is not collected from students, it will be a charge on funds that might otherwise be used for academic programs and general operating expenses. CFO Blackwood added that students receiving financial aid will have the fee covered by their award. She noted that the Board is not being asked to approve a fee increase, but rather to authorize an increase, in order to avoid the problem of retroactivity, should the State approve the increase.

Cañada College Associated Students President Juan Arias said students understand the issue and approved the resolution presented to the Board. College of San Mateo Associated Students President Matthew Kaidor said that ASCSM formally opposes the increase on the grounds that students were not informed of or consulted on the increase. He added that financial aid students must still pay the fee since it comes out of their award. He said students understand that the health fee is mandated, but the increase is not.

Student Trustee Young said the State is not fulfilling its obligation and it should not be the responsibility of students to backfill the State's deficit.

Trustee Mandelkern asked the total amount of additional revenue that would be generated by the \$1 increase; CFO Blackwood said it would be approximately \$80,000. Trustee Mandelkern noted that these funds go directly to pay for student health services and the District pays more than the total amount raised, including the \$80,000, for the services. He asked for students' opinions on whether \$80,000 worth of health services should be cut or, alternatively, what other services funded by the general fund should be cut. Student Trustee Young said again that it is not students' responsibility to backfill the debt and it is not fair to pass the cost to students when the State does not pay. Trustee Mandelkern agreed that it may not be fair, but said the reality is that bills must still be paid in order for services to be provided.

Executive Vice Chancellor Keller said that the "maintenance of effort" requires that, as long as we provide any health services, we must provide certain services. If the State does not provide the \$1 mandatory backfill and students do not pay the increase, the \$80,000 must come out of unrelated programs. Chancellor Galatolo said it is important to understand that the fee charged by the District offsets the direct cost of health services but does not cover the entire cost. The mandated cost reimbursement by the State picks up the residual and this is what the State has not paid in five years.

President Holober asked how the fee charged to students by the District compares with other districts. CFO Blackwood said the fee is exactly the same for every college in the State.

Trustee Schwarz said she is distressed that communication and dialogue did not take place in the proper setting, resulting in misunderstanding and miscommunication. She said the District needed to take the time to discuss the issue with students and that the process must be done differently in the future. Trustee Hausman agreed and said it is not too late for students to protest to the State. She said the District's hands are tied and we are left with no choice.

Trustee Mandelkern said the situation is unfortunate just as tuition increases were in the past. It is difficult when the State refuses to do the right thing and fix the budget. The District is trying to provide the greatest educational opportunity to the greatest number of students. It is the District's obligation to make sure our institutions are fiscally sound and everyone must share the burden. He encouraged the students to take their arguments and debate to State lawmakers to make their voices heard.

President Holober summarized the issue by saying that the District has the authority but not the obligation to increase the fee. The money for health services must be spent and the question is whether to pass the cost to students. State reimbursement of the excess amount is a separate issue. President Holober said he is pleased that there is student participation and is concerned that students might think their input does not matter or is not considered. He agreed that there was an unfortunate lack of communication with students on this issue.

After this discussion, the motion to approve the increase carried, with Trustees Hausman, Mandelkern and Schwarz voting "Aye" and President Holober voting "No." Student Trustee Young cast an advisory vote of "No."

APPROVAL TO EXECUTE AN AGREEMENT WITH COMMERCIAL ENERGY FOR PURCHASE OF CORE GAS (08-3-101B)

It was moved by Trustee Hausman and seconded by Trustee Mandelkern to approve the agreement as described in the report. Vice President Schwarz asked for clarification on the meaning of core gas. Vice Chancellor José Nuñez explained that non-core accounts are those which the District has at the three Colleges, while core accounts are those accounts with small entities at off-site locations. After this discussion, the motion carried, all members voting "Aye."

CONTRACT AWARD FOR THE CAÑADA COLLEGE CONCESSION BUILDING PROJECT (08-3-102B)

It was moved by Trustee Hausman and seconded by Vice President Schwarz to approve the contract award as described in the report. Vice President Schwarz asked where the concession building will be located; Vice Chancellor Nuñez said it will be located in the southeast corner of Building 13, above the new outdoor amphitheater. After this discussion, the motion carried, all members voting "Aye."

APPROVAL OF CONSTRUCTION CONSULTANT (08-3-103B)

It was moved by Trustee Hausman and seconded by Vice President Schwarz to approve the construction consultant as described in the report. The motion carried, all members voting "Aye."

INFORMATION REPORTS

UPDATE ON CAÑADA VISTA (08-3-3C)

Barbara Christensen described recent Town and City actions regarding the Cañada Vista project. On February 12, the Woodside Town Council was to consider: (1) an appeal by the Woodhill Estates Homeowners Association of a lot line adjustment which was approved by the Woodside Planning Commission; (2) approval of a resolution of a zero property tax exchange, which is required before the project can go to the Local Agency Formation Commission (LAFCo) for transfer of property; and (3) approval of the division of the units between Redwood City and Woodside. The Council denied the appeal and held on the property tax exchange because, for the first time, Town Council members expressed concern about the massing and architecture of the project. Throughout the entire process, as Ms. Christensen worked with the Town Manager and Planner and made presentations to various groups, she asked about presenting to the Town Council and was assured they were interested only in the technical actions required for the transfer of property. The Council agreed to form a subcommittee to meet with District representatives to see what can be done to mitigate their concerns. Since February 12, there have been three meetings with the subcommittee. Vice President Schwarz has been present at all but one of the meetings and the developer, architect and landscape designer have also been involved. Three members of the Woodside Council subcommittee have offered to meet with representatives of the Woodhill Estates Homeowners Association which opposes the project. These subcommittee members are pleased with the progress and believe that the changes mitigate the concerns of the Woodside Town Council.

Ms. Christensen displayed drawings of the original site plan and described changes that have been made in response to Woodside's concerns. Changes include removal of the ancillary garage and addition of two additional covered garages; change in the number of parking spaces; change in unit configuration, with one fewer three bedroom unit and one more one bedroom unit; change of roofing material from tile to shingle; and

elimination of stair towers. The architects and engineers are working very hard on the new site plan in order to deliver it to the Redwood City offices for plan review by Monday morning.

On April 8, Ms. Christensen will attend the Redwood City Architectural Review Committee meeting to bring members up to date on the changes. Redwood City planners, building officials and engineers will look at the plan during that day. That evening, Ms. Christensen will present the new plan to the Woodside Town Council as an information report. Ms. Christensen said that after this step is completed, she will feel confident to release the designers to start construction drawings and get them approved by Redwood City, which is a 60-90 day process. She is hoping that construction can be started in late August or early September. On April 28, the project is on the Redwood City City Council meeting schedule for final approval. It will be submitted to LAFCo on May 21. In late May or early June, it will go back to the Redwood City Planning Commission for a new planned development permit.

Ms. Christensen said the Woodhill Estates Homeowners Association raised a legal issue, saying that the Redwood City Planning Commission should not have acted on the planned development permit until the land was actually in Redwood City. Attorneys for the District and city attorneys do not believe this issue has merit.

Trustee Mandelkern complimented Ms. Christensen on her work on Cañada Vista and particularly on her accommodation of different groups. He asked if members of the Redwood City Architectural Review Committee, Planning Committee and internal planners are pleased with the new plan; Ms. Christensen said they are and everything is on track. Trustee Mandelkern asked what will happen to the stairs with the removal of the stair tower. Ms. Christensen said the stairs will be in the corners of the buildings as they are at College Vista.

Trustee Hausman also commended Ms. Christensen on her patience and said the report presented tonight is very encouraging.

Vice President Schwarz said the meetings she has attended have been quite interesting and that Ms. Christensen is creative and effective. She said the Woodside Town Council subcommittee is achieving the goal of working together and she believes their meeting with the Woodhill Estates representatives will be effective.

President Holober complimented Ms. Christensen on her perseverance and also acknowledged Chancellor Galatolo for his advocacy and support for the housing projects. President Holober said that everyone talks about the need for affordable housing, but our District is actually providing it.

STATEMENTS FROM BOARD MEMBERS

Vice President Schwarz attended the meeting of the Foundation Board, at which Chancellor Galatolo presented a report emphasizing the seriousness of the State budget problems. She also attended the SAMCEDA Awards of Excellence, the Sustainable San Mateo County awards dinner, and the Cañada College groundbreaking ceremony for the Facilities Maintenance Center.

Trustee Hausman attended the Foundation Board meeting and was encouraged to find the members organized and enthusiastic. She also attended the groundbreaking ceremony for the Cañada Facilities Maintenance Center.

Trustee Mandelkern attended an AFT Executive Committee meeting and appreciated the opportunity to meet with the group. Trustee Mandelkern encouraged everyone to attend the Skyline College President's Breakfast on April 1.

Student Trustee Young thanked President Holober for coming to one of her classes as a candidate and said she was impressed with his comments on issues. Student Trustee Young attended the Sustainable San Mateo County awards dinner. She also reported that students from College of San Mateo and Skyline Associated Students went to Washington, D.C. over spring break where they lobbied legislators from California. At a Student Council meeting, students decided to pursue forming a lobbying group to speak to legislators at the

State level. Student Trustee Young complimented the Associated Students at Cañada College for their participation as shown by having a full Senate.

President Holober shared various certificates of recognition presented at the SAMCEDA Awards of Excellence event. He attended the Sustainable San Mateo County awards event and enjoyed being part of the video presented there. President Holober said there are upcoming parcel tax measures for the Pacifica and Millbrae School Districts and for the Half Moon Bay Library. He asked if the Board would be interested in taking positions on the measures. Staff will prepare reports to be presented to the Board at the April 30 Board meeting.

COMMUNICATIONS

President Holober announced that the Board received an email from AFT Executive Secretary Dan Kaplan, along with a sample resolution regarding the Governor's proposed State budget. Trustee Mandelkern said he would like the resolution to be brought forward. Vice President Schwarz suggested that input be solicited from CSEA and students, followed by a staff report. A report will be prepared for the April 30 meeting.

Vice President Schwarz referred to a letter from Skyline Facilities Manager Richard Inokuchi in which he discusses the inadequacy of the Skyline Facilities portable building. Vice President Schwarz requested a staff report on this issue. Staff will prepare the report and it will be presented at the April 30 meeting.

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 8:25 p.m.

The Board reconvened to Open Session at 9:05 p.m.

CLOSED SESSION ACTIONS TAKEN

President Holober reported that, at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 4-0 to approve the actions in Board Report No. 1-A and 1-B.

ADJOURNMENT

It was moved by Vice President Schwarz and seconded by Trustee Mandelkern to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 9:06 p.m.


The next meeting of the Board will be a Study Session on April 9, 2008 at 6:00 p.m. in the District Board Room.

Submitted by



Ron Galatolo
Secretary

Approved and entered into the proceedings of the April 9, 2008 meeting.



Karen Schwarz
Vice President-Clerk