

**Minutes of the Study Session of the Board of Trustees  
San Mateo County Community College District  
July 13, 2011, San Mateo, CA**

**The meeting was called to order at 6:08 p.m.**

**Board Members Present:** President Richard Holober, Trustees Helen Hausman, Patricia Miljanich and Karen Schwarz, Student Trustee Barry Jointer

Vice President Mandelkern arrived at 6:45 p.m. due to a delayed flight.

**Others Present:** Chancellor Ron Galatolo, Executive Vice Chancellor Kathy Blackwood, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College President Jim Keller and District Academic Senate President Diana Bennett

**Pledge of Allegiance**

**DISCUSSION OF THE ORDER OF THE AGENDA**

President Holober said staff has requested that item 11-7-100B, Authorization to Augment the Design-Build Contract with McCarthy Building Companies, Inc., be removed from the agenda. There were no objections.

**MINUTES**

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the minutes of the June 22, 2011 meeting of the Board. The motion carried, all members voting "Aye."

**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 (11-7-1A)**

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the actions in Board Report No. 11-7-1A. President Holober said there are two typographical errors on page 2 of the report: (1) Instructional Aide II in the Science & Technology Division at Cañada College – end date should be 8/12/2011 rather than 8/12/2012; (2) Office Assistant II in Student Services/Health Services at Cañada College – end date should be 12/31/2011 rather than 12/31/2012. With these changes, the motion carried, all members present voting "Aye."

**Other Recommendations**

**APPROVAL OF 2013-2017 FIVE-YEAR CAPITAL CONSTRUCTION PLAN (11-7-101B)**

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the Plan as detailed in the report. Chancellor Galatolo said the five-year plan is required by the State and is used as a means to develop and support initial project proposals and final project proposals which are submitted by the District. The District has lost millions of dollars in project funding because the legislature has not passed a Statewide educational facilities bond since November of 2006. It is unlikely that a bond measure will be on the ballot in 2012. Therefore, although districts are still required to submit five-year plans, Chancellor Galatolo does not foresee funding in the near future. Unlike the UCs and CSUs, K-12 institutions and community colleges can pursue local bonds to improve facilities. As a result, the District has been able to make amazing facilities improvements using local resources.

Trustee Schwarz said she hopes the Cañada College cafeteria/dining room project can proceed. Chancellor Galatolo said the cafeteria/dining room in Building 5 is being funded through Measure A rather than with State funding and should be completed fairly soon.

After this discussion, the motion carried, all members present voting “Aye.”

## **INFORMATION REPORTS**

### **FACILITIES MASTER PLAN UPDATE (11-7-1C)**

Chancellor Galatolo said this is the third in a series of District Facilities Master Plans that have been developed over the last ten years. Although there was some State funding in the earlier years, most of the support has come from the residents of San Mateo County through general obligation bonds. Great strides have been made in accomplishing what the District set out to do. The purpose of the Facilities Master Plan draft presented tonight is to (1) address final unmet needs and (2) allow the Colleges to identify how they see themselves continuing to grow when State money becomes available and if additional local resources become available. Chancellor Galatolo said many people contributed to the Plan. He recognized Deborah Shepley, Ric Mangum and Mary Morris of HMC Architects, along with Anne Daley and Jack Herbert of Swinerton Management and Consulting. Chancellor Galatolo said the Facilities Master Plan will be finalized based on comments and recommendations from the Board and will be presented for action at the regular meeting of the Board on July 27.

Mr. Herbert said the Facilities Master Plan is meant to support the goals of the Education Master Plan and Five-Year Capital Construction Plan. The 2011 Facilities Master Plan is a culmination of the vision that was established in 2001 and 2006 and is intended to serve as a guiding document to complete the dream. The process of developing the Plan was collaborative as Swinerton and HMC worked closely with the District and Colleges to identify the most urgent needs at each of the Colleges. The document is intended to be flexible, allowing for changes as the programs and needs change at the Colleges. A number of guiding principles were identified and became part of the Plan.

Ms. Shepley said the participatory planning process followed four steps: strategic review; option development; solution development; and documentation and approvals. The process was slightly different at each College and recognized the unique culture and personality of the College.

### **Cañada College**

President Keller said he is pleased with the process used to develop the Plan. He said the Facilities Master Plan follows closely the development of Cañada College’s Educational Master Plan. Some projects listed in the 2001 and 2006 Plans are repeated as State funding for approved projects did not materialize. He said there is excitement about the projects recommended in the 2011 Plan but frustrations remain in dealing with the State’s economic situation and the fact that so many years have elapsed without a State bond initiative. It has fallen to the local community to provide funding for new facilities and President Keller said he is extremely grateful to the community. He thanked the faculty and staff at Cañada College for their work in incorporating important parts of the College’s Educational Master Plan into this Facilities Master Plan.

Ms. Shepley described the recommended Facilities Master Plan projects for Cañada College:

- New Construction or Renovation: Science, Allied Health, and Workforce Development Building
- Renovation or Reconstruction of Existing Facilities: Building 2, Bookstore; Building 3, Humanities/Art/Theater; Building 9, Library and Student Resource Center
- State Approved Projects, Pending Funding: Building 13, Instructional Building
- Projects Pending State Approval: Building 1, Center for Kinesiology and Dance
- Proposed Site Development: North Quad Development; Parking Expansions; Multi-purpose Field; Solar Array
- Demolition of Existing Facilities: Removal of Portable Buildings 19, 20 and 21
- Potential Building Sites: Site North of Building 16, Instructional Building; Site North of Building 18, Instructional Building; Site East of Building 1, Physical Education, Dance and Kinesiology

Regarding the North Quad Development, Chancellor Galatolo said staff at Cañada College feel strongly about the long-term goal of having a strong spine extending the entire length of the campus, with the Quad at the north end. This is incorporated into the plan so that future Boards and District leaders will be aware of the long-term vision.

Student Trustee Jinter said he is very pleased to see parking expansion included in the Plan because it is a struggle for students to find parking near their classrooms. Chancellor Galatolo said the goal is to provide parking spaces in proximity to major buildings.

President Holober said he would like to have more information about the costs and benefits of solar array, as well as its siting in terms of aesthetics. Mr. Herbert said the District has commissioned an independent engineering study to evaluate the costs and benefits and the potential to offset energy use. Chancellor Galatolo said the projects outlined in the Plan are not etched in stone and there must be flexibility in the Plan to make modifications. The Plan contains ideas representing an overview of where the District would like to take the organization over the next several years. Before a solar array or any other project would be effectuated, it would be fully vetted at the campus and with the Board and would require final approval by the Board.

### **College of San Mateo**

President Claire said he was pleased with the process that was used to develop the Plan. The planning team was given the College's Educational Master Plan and was included in high-level discussions along with the President's Cabinet. The conversation was then broadened to include the College's management team and representatives from the Academic Senate, classified staff and students. The process culminated with an all-College meeting at which President Claire presented information on the Plan and invited feedback. President Claire said the College of San Mateo campus has been transformed and feedback from current and former students has been very positive.

Ms. Shepley described the recommended Facilities Master Plan projects for College of San Mateo:

- New Construction or Renovation: Building 7, Facilities Maintenance Center
- Renovation or Reconstruction of Existing Facilities: Buildings 2 and 3, Fine Arts Complex; Building 9, Library; Building 12, Instructional Building
- State Approved Projects, Pending Funding: Building 8, Gymnasium
- Projects Pending State Approval: Building 19, Emerging Technologies Center
- Demolition of Existing Facilities: Building 1, former Administration Building
- Proposed Site Development Projects: Amphitheater; Corporation Yard; Fuel Cell
- Potential Building Sites: new Amphitheater on the site of the existing Building 1

Chancellor Galatolo said that locating an amphitheater on the existing Building 1 site would open the campus and provide a place for students to congregate and hold relatively small events, much as the amphitheater has done at Cañada College. The removal of Building 1 would also strengthen the vertical connection between Buildings 36 and 8 and between Buildings 5 and 10. Chancellor Galatolo said the Facilities Maintenance Center is in great need of rebuilding. Buildings 19, 12 and 9 have received little attention through the two bonds or through State funding and the Plan includes bringing them up to par with the other buildings on campus.

Student Trustee Jinter asked when the demolition of Building 1 will get underway. Chancellor Galatolo said it will not be in the near future. He has talked extensively with President Claire about what might be placed at the site; an amphitheater is one option but it might be something else if broader needs are determined.

President Holober said that on the diagram showing the vision for the campus, there are sections named "Edison Lot 7" and "Nettle Garden." He noted that the District is currently involved in litigation that could affect what is done at this site and he believes this uncertainty should be noted in the document. Chancellor Galatolo said language will be incorporated into the document to clarify the vision to decommission Building 20 and also to decommission Buildings 21-29, the sites at which the expansion of the Galileo Lot is envisioned.

President Holober said he would like to learn more about the Fuel Cell. Chancellor Galatolo said this would be explained in detail and vetted with the Board before seeking approval.

### **Skyline College**

President Stanback Stroud said the planning process worked well at Skyline College. The College built upon the existing process developed for the Educational Master Planning Taskforce. There was wide participation by faculty, staff, administration and students who brought forth creative ideas. The Facilities Master Plan is well connected with the Educational Master Plan. It pays attention to Skyline's identity and the transformation of the College into a beautiful place where people want to come. It reflects the interest to pursue a potential development in the space overlooking the Pacific Ocean. It pays attention to the concern about making sure the College can provide the student services that are needed. It also reflects some areas of interest expressed by the community, such as services provided through the SparkPoint Center.

Ms. Shepley described the recommended Facilities Master Plan projects for Skyline College:

- New Construction or Renovation: Social Science/Creative Arts Complex
- Renovation or Reconstruction of Existing Facilities: Building 5, Library/Learning Resource Center; Building 14, Loma Chica
- State Approved Projects, Pending Funding: Building 2, Student Services
- Projects Pending State Approval: Center for Kinesiology and Human Performance
- Demolition of Existing Facilities: Building 1, Fine Arts Complex; Building 16, Child Development Center; Building 19, Pacific Heights; Portable Buildings 3A through 3E
- Proposed Site Development: South Pedestrian Gateway; Parking Expansion; Wind Turbines; Electric Car Charging Stations
- Potential Building Sites: Environmental Science; Faculty/Staff Housing; Building at Vista Point

Chancellor Galatolo said Skyline College has become an amazingly vibrant campus and the quad area has created a friendly and inviting atmosphere. He said that if people turn right at the entrance to the College and proceed on the North Loop Road, they see attractive playing fields. In contrast, travel along the South Loop Road is unattractive, with a loading dock as the initial view. The proposed new Social Science/Creative Arts Complex would be the most challenging project of the new phase of construction and staff would look to the Board for guidance on how to make it a gateway to the campus. Chancellor Galatolo credited President Stanback Stroud with the vision to engage the campus in considering the potential building at Vista Point with stunning views of the Ocean.

Trustee Miljanich asked when the Skyline Library was built; Chancellor Galatolo said it is approximately 13 years old.

Vice President Mandelkern said he believes the transformation of Skyline College has been the most striking over the last 15 years, as it has gone from a commuter school to a campus that is inviting and vibrant. He said he has been bothered by the fact that loading docks at the backs of buildings have been the entrances to the campus; he hopes that a key objective going forward will be to make the welcoming face of the campus as open and inviting as the buildings and core of the campus have become.

Student Trustee Jointer asked if the green area to the left of Parking Lot P, as shown on the diagram in the Facilities Master Plan, could be used for parking as well. Chancellor Galatolo said this might be a potential site for the Center for Kinesiology and Human Performance. He said it is possible to devote some area to parking spaces, depending upon demand and need.

President Holober said the use of wind turbines is another area in which he would like more information. He also said he understands the wish to take advantage of the view at Vista Point, but believes there would be environmental and aesthetic issues to consider. Chancellor Galatolo said this is a potential site for wind turbines. He said the area runs along the Golden Gate Regional Center which is protected open space and the District may have to get clearance from that Center as well as the Coastal Commission. Barbara Christensen, Director of Community/Government Relations, said there is also a butterfly habitat along the ridge and Science faculty have been enhancing that habitat. President Stanback Stroud said she is asking only that feasibility studies be done so that all issues can be examined.

President Holober asked what "Human Performance" means in the Center for Kinesiology and Human Performance. Chancellor Galatolo said it refers to a fitness center and would be similar to the one at College of San Mateo.

Trustee Schwarz said she is impressed with the beauty of Skyline College and is pleased with the choice of warm paint colors. President Stanback Stroud said Vice Chancellor Nuñez' team, Linda da Silva and Barbara Christensen deserve special credit for helping with the color choices.

Mr. Herbert asked if there were questions about the draft of the 2011 Facilities Master Plan.

President Holober said Mr. Herbert's opening comments were helpful, as they explained that the Facilities Master Plan is a document that is required by the State Chancellor's Office every five years, is a flexible document, and is the basis from which projects get identified. President Holober said some people who do not like a particular project have expressed the view that the District is permanently locked into the Facilities Master Plan. He said he sees the institution changing over time, along with the students who come to the Colleges, the needs of the community and the knowledge of facilities. There might also be other projects which need to be undertaken that do not rigidly conform to the document. President Holober asked what commitments the Board would be making if it approves the Plan, in light of these changing needs and the fact that funding is not available for the projects recommended in the Plan. Chancellor Galatolo said funding sources have been exhausted and no State funding is likely for eight to ten years; therefore, there are no funds to carry out the recommendations in the Facilities Master Plan without any additional resources. He noted that some recommendations in the 2001 and 2006 Facilities Master Plans were changed as it became clear that it would be more efficient to proceed in a different way. He said it is not possible to know all future demands and this document is only a plan.

Vice President Mandelkern said his personal philosophy is that it is important to have a plan. However, things change very quickly in the field of education and it is important to recognize that this is only a plan. He said that subject matter and educational content change very rapidly. For example, when Skyline College was built, the field of biotechnology was unknown; now, classes are being offered in that field. College of San Mateo once had a thriving aeronautics program but this industry is no longer active in the community the District serves. Learning technologies have also changed and the learning centers are now geared toward one computer for each student. Vice President Mandelkern said the Facilities Master Plan must be a dynamic document. He said it would be irresponsible to be locked into a plan that was created five years earlier and to continue to spend money on things that become obsolete.

Trustee Hausman asked how flexible the State considers the Facilities Master Plan. Chancellor Galatolo said that when an Initial Project Proposal is submitted and then moves forward to a Final Project Proposal, working drawings and construction plans, it becomes very inflexible if the State is funding the project. On the other hand, when a project is funded with local resources, flexibility is completely at the discretion and direction of the Board.

President Holober said that as the Board moves forward toward adopting the final document at a future meeting, it is important that the record reflect the intent and understanding of the Board, which is that the Board sees the Facilities Master Plan as a general plan that will change over time; that the Board is not locked into any specific project that is listed in the Plan; and that changes regarding decisions on new construction, demolition and renovation may be made when needed.

President Holober asked if Board approval of the Facilities Master Plan would trigger any preliminary review before an Environmental Impact Report or Negative Declaration occurs. Ms. Christensen said approval would not trigger a review. If funding is secured and the District were intent on moving forward, an Initial Study would be completed for each campus, looking at the work at each campus as one project.

Trustee Schwarz said she believes everyone present understands that the Facilities Master Plan is only a plan and that it might change over time. She suggested that language to that effect be incorporated into the document. Chancellor Galatolo said some language is included in the introduction but will be expanded. President Holober added that the intent and understanding of the Board will be in the record of this meeting.

Vice President Mandelkern said that, as seen in the past few months, there is strong sentiment among some in the community that change should not occur. He said it would be helpful to have a discussion regarding the institution's philosophy of change. He noted that change can be difficult and painful, but he believes the institution must embrace change or it will cease to be relevant.

President Holober thanked the presenters for a thorough presentation and outstanding document.

**RECESS TO CLOSED SESSION**

President Holober said that during Closed Session, the Board will (1) consider the personnel items listed as 1A, 1B and 1C on the printed agenda, (2) hold a conference with labor negotiator Harry Joel; the employee organizations are AFT, AFSCME and CSEA, and (3) hold a conference with legal counsel regarding two cases of existing litigation as listed on the printed agenda.

The Board recessed to Closed Session at 7:40 p.m. and reconvened to Open Session at 10:30 p.m.

**CLOSED SESSION ACTIONS TAKEN**

President Holober reported that at the Closed Session just concluded, the Board voted 5-0 to approve the items listed as 1A, 1B and 1C on the printed agenda.

**ADJOURNMENT**

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 10:33 p.m.

Submitted by



Ron Galatolo  
Secretary

Approved and entered into the proceedings of the July 27, 2011 meeting.



Dave Mandelkern  
Vice President-Clerk