

**Minutes of the Regular Meeting of the Board of Trustees  
San Mateo County Community College District  
December 14, 2011, San Mateo, CA**

**The meeting was called to order at 6:08 p.m. by Vice President Mandelkern.**

**Board Members Present:** Vice President Dave Mandelkern, Trustees Helen Hausman, Patricia Miljanich and Karen Schwarz, Student Trustee Patiane Gladstone

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

Vice President Mandelkern announced that President Holoher is not present because he is out of the country.

**Pledge of Allegiance**

**DISCUSSION OF THE ORDER OF THE AGENDA**

None

**SWEARING IN OF REELECTED TRUSTEES**

The Honorable Beth Freeman, Presiding Judge of the San Mateo County Superior Court, administered the Oath of Office to Trustees Mandelkern, Miljanich and Schwarz. Judge Freeman said it was an honor to conduct the swearing in ceremony. Chancellor Galatolo presented each reelected trustee with a certificate of reelection from Assessor, County Clerk-Recorder and Chief Elections Officer Mark Church.

Trustee Schwarz said she is beginning her seventeenth year as a trustee of the District. She introduced her husband, Frank Schwarz and daughter, Katie Schwarz. She said that she, Trustee Mandelkern and Trustee Miljanich worked well together as a team during the campaign to get their message to the voters. Trustee Schwarz said she will continue to do the best she can on behalf of the District. She thanked Judge Freeman for giving her time tonight.

Trustee Miljanich said she is honored to be reelected and is proud to be a part of the Board. She said that Board members do not always agree but work together to keep the focus where it should be, on educating students and caring for the District's employees. She said the District has many talented people, as well as students who have great potential.

Vice President Mandelkern introduced his wife, Terilyn Hanco and noted that she is also committed to public service, having served as a Director of the Peninsula Health Care District. Vice President Mandelkern said the election campaign was difficult and it was a difficult year for higher education in California. He said he is pleased that the public seems to believe the Board is doing the right things for the District. He said he believes the Board is on the right path as it navigates through difficult times that seem likely to continue for the foreseeable future. Vice President Mandelkern said serving on the Board has been rewarding and that seeing the impact of decisions on the lives of students makes the hard work worthwhile. He said he appreciates the work of his colleagues and noted that, while they do not agree on all issues, they share the common goal of doing the best they can for as many students as they can. He said this goal is shared by faculty, staff and administrators.

Trustee Hausman said she has served with many trustees and believes the community is well served by the reelection of Trustees Mandelkern, Miljanich and Schwarz. She said she believes continuity is important and said the Board will continue to work for the benefit of the District and the community.

Vice President Mandelkern said he is grateful to President Holoher for having guided the Board through the year as President. He said the Board will wait to express their thanks to him until the next meeting.

Vice President Mandelkern announced that there would be a 15-minute reception to celebrate the swearing in of the reelected trustees.

### **ORGANIZATION OF THE BOARD OF TRUSTEES**

Vice President Mandelkern announced that tonight is the annual organizational meeting of the Board to elect officers for the coming year, as required by the Education Code.

Vice President Mandelkern called for nominations for President. It was moved by Trustee Miljanich and seconded by Trustee Schwarz to elect Vice President Mandelkern to serve as President. There were no other nominations. The motion carried, with Vice President Mandelkern abstaining and all other members voting "Aye."

President Mandelkern called for nominations for Vice President-Clerk. It was moved by President Mandelkern and seconded by Trustee Schwarz to elect Trustee Hausman to serve as Vice President-Clerk. There were no other nominations. The motion carried, with Trustee Hausman abstaining and all other members voting "Aye."

President Mandelkern called for nominations for the position of Representative of the Board to the County Committee on School District Organization. It was moved by Trustee Schwarz and seconded by Vice President Hausman to elect Trustee Holober to serve as Board Representative. There were no other nominations. The motion carried, all members voting "Aye."

It was moved by Trustee Miljanich and seconded by Vice President Hausman to reaffirm the appointment of Chancellor Galatolo as Secretary for the Board. The motion carried, all members voting "Aye."

President Mandelkern said the San Mateo County Treasury Oversight Committee is also in need of members. The Committee has seats reserved for two school board members and President Mandelkern was asked if a District Board member would serve. However, based on the qualifications, no District Board member is able to serve because all have conflicts of interest. This is a structural problem and other governing boards in San Mateo County have the same problem. Therefore, the two seats for school board members are vacant. President Mandelkern said he raised this issue when the Board of Supervisors approved the investment policy last spring; Supervisor Pine said he would look into possible modification of the qualifications for next year. Trustee Schwarz suggested writing a letter from the Board expressing concern about this issue. Chancellor Galatolo said staff will draft a letter addressed to Treasurer Arnott and copying the Board of Supervisors. County Superintendent of Schools Anne Campbell will also be made aware of the Board's concerns.

### **MINUTES**

It was moved by Vice President Hausman and seconded by Trustee Miljanich to approve the minutes of the meeting of November 16, 2011. The motion carried, with President Mandelkern abstaining and all other members voting "Aye."

### **STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES**

Chancellor Galatolo congratulated Trustees Mandelkern, Miljanich and Schwarz on their reelection. He said he sent a Districtwide email today concerning the financial impact of the budget "triggers." Executive Vice Chancellor Blackwood will address this further during her comments. Chancellor Galatolo said there is an initiative, currently in the signature gathering stage, which would impose a 10% tax on value of oil and natural gas extracted in California to supplement funding for education. It would allocate 10% of tax revenues to grants for college and vocational students. The remainder would be allocated to classroom education funding, as follows: 10% to the University of California; 20% to California State University; 20% to community colleges; and 40% to K-12. Chancellor Galatolo said the Board might want to consider a resolution of support if the initiative gets on the ballot. Trustee Schwarz said the Associated Students of College of San Mateo are involved in this issue and the Board should continue to follow the status of the initiative. Chancellor Galatolo wished everyone a happy holiday.

President Stanback Stroud added her congratulations to Trustees Mandelkern, Miljanich and Schwarz. President Stanback Stroud said a new coffee concession will open for the spring 2012 semester in the cafeteria and will be part of the College Bookstore operation. Skyline College recently received a 2011 College Innovator Award from MDC on behalf of the Annie E. Casey Foundation. The award recognizes exemplary practices that increase student success and was awarded to Skyline for its groundbreaking efforts to establish the Center for Working Families through the SparkPoint Center. Skyline College was selected to host a site visit from the Center for Law and Social Policy (CLASP), the American Association of Community Colleges and the Ford Foundation. After the visit,

Skyline was selected to receive a \$50,000 planning grant in preparation for further application for the \$350,000-\$500,000 "Benefits Access for College" grant. Skyline College faculty member Dr. Christine Case received a Local Hero Award from Bank of America. Professor Nate Nevado attended a Hip-Hop Education Think Tank held at New York University. Skyline College's "Rock the School Bells" was one of the programs in a study that focused on hip-hop's inherent value on education.

President Claire congratulated Trustees Mandelkern, Miljanich and Schwarz. He said the District is fortunate to have a well-run District and Colleges, along with wonderful students, faculty and staff. Noting that this success begins with the Board, he said he appreciates the work the Board does on behalf of students. President Claire said that cross-country athlete Kelly Claire was honored as one of the top Academic All-State female student athletes for 2011-12. Of the 34 graduates of the first Electrical Power Systems program cohort, eight are working at Tesla Motors, while others are employed at Lawrence Livermore Labs, AT&T, PG&E, Loral Space Systems, Lam Research, and other green energy companies.

President Keller added his congratulations to the three reelected trustees and said it is comforting to know the same team will be working on behalf of the District during difficult times. President Keller said there will be a reception tomorrow for Professor Amelito Enriquez to celebrate his Presidential Award for Excellence in Science, Mathematics, and Engineering Mentoring. Professor of Economics Paul Roscelli has been selected as a faculty scholar by Phi Theta Kappa. President Keller said students are involved in discussions about how to make the Cañada campus more environmentally sustainable. In an event organized by the Associated Students of Cañada College, "snow" fell at Cañada last Thursday and President Keller said it is important that students take time to have fun during these challenging times.

Executive Vice Chancellor Blackwood welcomed the returning Board members and said it is a joy to have experienced members who understand what the issues are and how the budget works. Executive Vice Chancellor Blackwood said the first of the statutory budget triggers will result in a \$30 million reduction in apportionment to community colleges and will be translated as a deficit factor, meaning community colleges will serve the same number of students but will receive less money. The second trigger will result in an additional apportionment cut to community colleges of \$72 million and will be treated as a workload reduction, meaning community colleges will receive the same amount of funding per student but will serve fewer students. Student fees will increase from \$36 to \$46, beginning with the summer 2012 term. The full amount of the second trigger was not activated. Instead, K-12 received a lesser cut, although they did lose one-half of their transportation funding. Executive Vice Chancellor Blackwood said the District budgeted for both triggers. However, these are permanent cuts and will affect next year's allocations and budgets.

Executive Vice Chancellor Blackwood said that a few months ago, the Board gave direction to have students pay their fees at the time of enrollment and it was determined that a payment plan should be instituted. The plan ahead-pay ahead payment plan is now functioning and approximately 300 students have enrolled in the plan. Their payments will be spread over five months. Those students who signed up for classes and have not paid will be dropped as of January 4; however, there are several exceptions, including having signed up for a payment plan, having applied for financial aid, and having a third party payer such as the Veterans Administration. Last week, staff ran the first set of numbers to see how many students are enrolled for classes and how many would be dropped in accordance with the new policy. There were 19,000 students enrolled Districtwide and 8,500, or 44%, would be dropped. As of today, enrollments are up to 21,000 and the number who would be dropped is 8,100, or 38%. A plan of communication has been developed, including weekly automated telephone calls to those in danger of being dropped; bookmarks which will be given to students by faculty during final exams; email to faculty asking them to discuss the new policy in their classes; and regular emails to students. The Board is also being asked to approve the hiring of short-term employees, as needed, to devote hands-on assistance to students during the first few weeks of January.

Trustee Miljanich asked how much the monthly payment would be, at the current tuition level, for a full-time student enrolled in the payment plan. Executive Vice Chancellor Blackwood said it would be approximately \$85 for a students enrolled in 12 units.

Trustee Schwarz said the number of students who could be dropped is disturbing, even with broad efforts to communicate information about the policy change. She asked what the cost of these efforts is. Executive Vice Chancellor Blackwood said existing staff has been doing the work. There will be a small additional cost to hire part-time employees for a few weeks.

Chancellor Galatolo said it is not clear if it is normal to have a large number of students paying fees some time after they enroll for classes because the timing of fee payments has never been tracked. Staff is concerned that the number will not shrink enough and it could have a negative impact on enrollment. However, the Board has been very clear that bad debt is a problem that needs to be dealt with. Chancellor Galatolo said staff would like to have further guidance from the Board.

Vice President Hausman asked if a student who has been dropped will have options to come back. Executive Vice Chancellor Blackwood said that students who have been dropped can enroll in classes as slots open and can pay the fees, enroll in the payment plan or apply for financial aid. Students who are on waitlists will not be dropped from the lists but the open slots could be filled by students who have already paid their fees.

Trustee Miljanich said some students are not eligible to apply for federal financial aid because of their legal status. Chancellor Galatolo said it will be necessary for staff to be more high-touch than high tech for students who are most at risk and to present viable alternatives for those students, whether it be connecting with the Foundation or other alternatives.

President Mandelkern said he is surprised and concerned at the large number of students who have not paid their fees. He said that in previous discussions on bad debt, it appeared that there were a relatively small number of students who signed up for classes and did not pay for them. He said it would be interesting to see historic data on these numbers.

Student Trustee Gladstone said she is grateful that faculty have addressed the issue in their classes. She said several professors have told students that they will be dropped if they have any balance. Executive Vice Chancellor Blackwood said this is not correct. As stated earlier, students who have applied for financial aid, even if has not yet been approved, will not be dropped. They also will not be dropped if they have enrolled in a payment plan or have a third party payer who has not yet paid. Student Trustee Gladstone said she understands the importance of students paying their fees but said there will be a certain number who cannot pay and will be left behind.

President Mandelkern said he agrees with Student Trustee Gladstone's comments and said that what the State is doing to higher education is wrong. However, he said there are a number of options available for financial aid and the policy is quite liberal in that students need only have applied for financial aid rather than requiring that the aid be received. He said students who are not eligible to apply for federal financial aid and who take advantage of the Dream Act should be counted as having applied for aid. President Mandelkern said students are expected to pay fees for which they have obligated themselves and this is an issue of basic fairness. He said it is important to recognize that allowing bad debt impacts the District's ability to serve other students; while it might help some students in the short-term, it will harm others because the District will be paying off bad debt out of general fund dollars.

Trustee Miljanich said the District should be promoting the fact that students should pay for their education whenever possible. However, there also should be ways to help students who are not eligible to apply for federal financial aid, by approaching the Foundation or by other means. She said that students should be expected to come forward and discuss these issues with appropriate staff. President Mandelkern said he hopes that communications with students are as positive as possible, encouraging them to talk to staff. He said the emphasis should not be wholly on federal aid but on other options as well. Executive Vice Chancellor Blackwood said some students do not know they are eligible for financial aid and/or scholarships.

Trustee Schwarz said she is concerned about students who sign up for classes with no intention to pay rather than those who have done everything they can to try to pay their fees. She said that because of the bad debt and large waitlists, the District does not have the luxury of allowing intentionally non-paying students to stay in classes. President Mandelkern said part of the solution might be to start tracking students earlier, e.g. those students who do not pay fees at the time of enrollment could be asked if they need help. Chancellor Galatolo said staff must work

more closely with the financial aid offices to connect students with the Dream Act, BOG waivers and other financial aid. Executive Vice Chancellor Blackwood said that students who receive Board of Governors (BOG) waivers have a balance of only \$27. Chancellor Galatolo suggested that BOG waivers under Section C should be considered to see if more students can qualify.

President Mandelkern asked if there are cases in which students have no financial resources but do not qualify for BOG waivers. Executive Vice Chancellor Blackwood said undergraduate students must list their parents on the FAFSA even if the parents refuse to provide financial help. Students can separate from their families if they are not claimed on their parents' income tax return and they live independently.

Trustee Schwarz said the Foundation provides scholarships to many students who are going on to four-year colleges or universities. She said she believes there is a great need to provide scholarships to students who are coming to the District Colleges. Vice President Hausman agreed that this should be discussed further.

President Stanback Stroud said the issue is not just about the attitude of students who choose to not pay their fees; it is also about the poverty of those students who cannot pay. She said a decision must be made about whether students who cannot afford to pay will be excluded and about what number of dropped students will be acceptable. President Mandelkern said it is important to allow open access and to look for ways to help students qualify for aid if they cannot afford to pay the fees. Trustee Miljanich said students should be engaged in the process and be given every opportunity for assistance. She asked Student Trustee Gladstone if she found professors to be supportive in providing information to students about the policy revision. Student Trustee Gladstone said her professors have been supportive and concerned about their students. She added that she is concerned about those students who may not have financial resources and may fall by the wayside without staff being aware of the problem.

Chancellor Galatolo said there is still much work to be done. He will be meeting on this issue with the College presidents, Executive Vice Chancellor Blackwood and others on January 3.

President Bennett congratulated the reelected Board members. She said faculty have been engaged with students face-to-face regarding the payment plan and ways in which they can assist students. The Academic Senate has had discussions with Community Education regarding how faculty can be in partnership with Community Education to offer classes using a different approach. A taskforce has been formed with faculty members and Community Education staff to work on this issue. President Bennett said she will be stepping down as Academic Senate President for the spring semester because she was chosen to teach art history in Florence, Italy. During her absence, Skyline College Academic Senate President Fermin Irigoyen will assume the role of District Academic Senate President. President Bennett said he is great to work with and knowledgeable about all issues and concerns. Chancellor Galatolo congratulated President Bennett on her selection to teach abroad. President Mandelkern thanked President Bennett for engaging with Community Education on classes that might be offered. He also thanked her and all faculty for their willingness to engage students in discussions of financial aid and the payment plan.

#### **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 (11-12-1A)**

It was moved by Vice President Hausman and seconded by Trustee Miljanich to approve the actions in Board Report No. 11-12-1A. President Mandelkern said Vice Chancellor Harry Joel requested that the report be corrected; the word "managed" should be removed from the three positions listed as "Reassignment." The motion to approve the amended report carried, all members voting "Aye."

**APPROVAL OF CONSENT AGENDA**

President Mandelkern said the Consent Agenda consists of the following Board Reports:

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|-----------|--|
| 11-12-1CA | Acceptance of Gifts by the District                          |
| 11-12-2CA | Ratification of September and October 2011 District Warrants |

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

**Other Recommendations****ADDITION OF CERTIFICATE IN SURVEYING AND COMPUTER-AIDED DESIGN – CAÑADA COLLEGE (11-12-1B)**

It was moved by Vice President Hausman and seconded by Trustee Miljanich to approve the Certificate as detailed in the board report. The motion carried, all members voting "Aye." President Mandelkern said he is pleased that new programs can be added even during difficult budget times.

**ACCEPTANCE OF PRESIDENTIAL AWARD FOR EXCELLENCE IN SCIENCE, MATHEMATICS, AND ENGINEERING MENTORING TO DR. AMELITO ENRIQUEZ AT CAÑADA COLLEGE (11-12-100B)**

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the award to Dr. Enriquez. The motion carried, all members voting "Aye." Vice President Hausman said the award is a great honor and that emphasis on math and science is important in a high-tech world. President Mandelkern said Professor Enriquez has been creative and innovative over many years and is a treasure to the District. He suggested that the Board present a resolution of honor to Professor Enriquez. Chancellor Galatolo said staff will prepare the resolution for presentation at a future meeting.

**PRESENTATION TO THE BOARD BY COLLEGE PRESIDENTS AND APPROVAL OF PLANS FOR MEASURE G MONIES AT CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (11-12-101B)**

It was moved by Trustee Schwarz and seconded by Vice President Hausman to approve the plans as presented. President Keller said Measure G monies have enabled the Colleges to preserve programs that are important. He said he is grateful to the community who supported the measure and to the Board which put it forward to the voters. President Keller said Cañada College used Measure G money to do what the Board requested. As shown on the summary page of Cañada College's Measure G Plan, most was used to expand offerings to students and to improve student services. In the area of instruction, the College used Measure G monies to fund 142 sections. In the student support area, academic counseling was expanded and library hours were increased. A Director of Articulation and Orientation was hired to provide a clearer path regarding requirements to transferring students. In order to move forward with course and program innovation, monies were used for the MATH JAM and WORD JAM programs. Funds were also used to augment federal programs such as TRiO, which provide additional assistance to students who are first generation college students and need high touch to succeed. Since the funds became available midyear, not all of the planned amounts have been spent. The balances will be spent as planned.

President Claire said College of San Mateo's emphasis is using Measure G monies to maintain the instructional program, offering sections that the College would otherwise not be able to offer. Major accomplishments in this area can be seen on the summary sheet of College of San Mateo's Measure G Plan. Enrollment losses have been mainly in the lifelong learning area, while the number of classes in the core academic and career-technical areas has increased. In the area of student support, a new counseling model was implemented which is based on a triage approach. For example, getting students with the same major together in one room has proved to be an efficient method to help them with the matriculation process. President Claire said the College must move forward and continue to innovate. Measure G funds will be spent for innovation in accordance with the College's "Five in Five" initiative which offers a clear vision and revolves around the Board's core values of transfer, career-technical education and basic skills. The College will also use some Measure G monies to open the new veteran's center on campus and for the Learning Center.

President Stanback Stroud said Skyline College used one-half of its Measure G monies for the maintenance and growth of instruction; one-fourth for student services; and one-fourth for course and program innovation. The College has under spent in some areas because of the timing of the availability of the funds, but will spend the monies as planned. In the area of student services, the Skyline College library is incorporating changes in technology into the ways students receive information. In the area of course and program innovation, Skyline's business program accreditation is in the first year of a two-year process. The digital communication certificate is completed. Skyline College is interested in developing a working adult program similar to that at Cañada College. The paralegal program is not currently ABA accredited and the plan includes monies to undergo the two-year process for accreditation.

Trustee Schwarz complimented Presidents Keller, Claire and Stanback Stroud on their reports. She said it is encouraging to see the Colleges moving forward in spite of budget problems, with more class sections and improvements in student services.

Trustee Miljanich said she appreciates the very well organized and impressive presentations and Vice President Hausman agreed. Student Trustee Gladstone said students will be glad to hear of the innovative programs.

President Mandelkern said the Colleges must continue to innovate so that programs do not become stagnant. He said it is his observation that programs that fail to maintain their relevance to the larger community are the ones that have low enrollment. He said students are discerning consumers of the educational content that the District provides; if a program does not meet their educational needs in terms of leading to transfer or employment with reasonable wages, students will not be interested in the program.

After this discussion, the motion to approve the Measure G plans carried, all members voting "Aye."

**APPOINTMENT OF DIRECTORS FOR THE SAN MATEO COUNTY COLLEGES EDUCATIONAL HOUSING CORPORATION (11-12-102B)**

It was moved by Vice President Hausman and seconded by Trustee Miljanich to approve the appointment of Ron Granville as a Director. The motion carried, all members voting "Aye." It was moved by Trustee Schwarz and seconded by President Mandelkern to appoint Trustee Miljanich to serve as a Director. The motion carried, all members voting "Aye." President Mandelkern expressed thanks to Vice President Hausman and Michael Pierce for their service. Trustee Schwarz suggested that the Board send letters of thanks to them. Chancellor Galatolo said staff will prepare letters for President Mandelkern's signature.

**APPROVAL OF ADDITIONS AND REVISIONS TO DISTRICT RULES AND REGULATIONS: POLICIES 1.15, OFFICERS OF THE BOARD; 1.20, DUTIES OF OFFICERS; 1.55, ORDER OF BUSINESS AND PROCEDURE; 2.06, RULES AND REGULATIONS; 2.23, CATASTROPHIC LEAVE PROGRAM; 2.30, POLITICAL ACTIVITY; 2.52, LOCAL LAW ENFORCEMENT; 5.26, ACADEMIC SUPERVISORS: EVALUATION; 5.54, CLASSIFIED EXEMPT AND NON-EXEMPT PROFESSIONALS AND SUPERVISORS: COMPENSATION AND BENEFITS (11-12-103B)**

It was moved by Trustee Schwarz and seconded by Vice President Hausman to approve the additions and revisions as detailed in the report. Regarding Policy 1.55, President Mandelkern said that while the Board generally does not engage in comments during "Statements from the Public on Non Agenda Items," members of the public often leave the meetings prior to the scheduled Board member comments. He suggested that a second time for Board member comments be added directly after the public comments. Trustees Schwarz and Miljanich both said they would rather not engage in discussion of public comments as there is no time to gather information that may be needed. Chancellor Galatolo said there also might be a concern with the Brown Act.

Chancellor Galatolo suggested that the time of roll call, listed as 6:00 p.m. in Policy 1.55, be deleted as meetings are sometimes scheduled for other times. All Board members agreed with this suggestion.

President Mandelkern noted that District resources may not be used to campaign for or against a candidate or issue, as stated in Policy 2.30. He said that several members of the District staff and community engage in job-related communications that are by nature political in that they represent bargaining units that get involved in political activity. He suggested that those individuals might need to use separate non-District email addresses for political

activity so that they do not violate this policy. President Mandelkern said he is not recommending a change in the policy but is calling attention to this matter.

After this discussion, the motion to approve the additions and revisions as amended carried, all members voting "Aye."

**ACCEPTANCE OF FUNDING FROM WALTER S. JOHNSON FOUNDATION TO SUPPORT ACCESS TO PUBLIC BENEFITS FOR FINANCIAL AID APPLICANTS WHO QUALIFY AT SKYLINE COLLEGE (11-12-104B)**

It was moved by Trustee Schwarz and seconded by Vice President Hausman to accept the funding as detailed in the report. The motion carried, all members voting "Aye."

**INFORMATION REPORTS**

**DISTRICT FINANCIAL SUMMARY FOR THE QUARTER ENDING SEPTEMBER 30, 2011 (11-12-1C)**

Executive Vice Chancellor Blackwood said Board members were provided with a revised State 311Q report, correcting the dollar amount in Line IV.J.1. She said this has been corrected with the State as well.

**FIRST QUARTER REPORT OF AUXILIARY OPERATIONS, 2011-12 (11-12-2C)**

Trustee Schwarz commented that things look good in Auxiliary Operations even with declining enrollments and said staff is doing a good job.

**2011 ARCC REPORT – THE COLLEGE LEVEL INDICATORS (11-12-3C)**

Vice Chancellor Jing Luan said the District is required by law to present this report to the Board for its review. He said the State Rates shown in the table in Exhibit A should not be used to evaluate the performance of individual colleges because these overall rates do not consider local context. Rather, evaluation of individual college performance should focus on the college level information presented in the separate exhibits. The three District Colleges have reviewed their college level information and are using the reports for benchmarking, research and other purposes.

**REVISION OF POLICY 8.06, INVESTMENT OF DISTRICT FUNDS (11-12-4C)**

Executive Vice Chancellor Blackwood said that unlike other policy changes, the Board requested that this policy be revised and major changes are involved; therefore, the Board is being given time to review the revisions before they are brought for approval. The suggested revisions will be brought to the District Shared Governance Council as well. The revised policy conforms to government and education codes and provides more opportunities for investing. Chief Financial Officer Raymond Chow was instrumental in writing this policy and two consultants reviewed it. Chancellor Galatolo said input from the Board will be welcomed to help guide the discussion. President Mandelkern said the revisions incorporate the expanded flexibility that was requested by the Board.

**STATEMENTS FROM BOARD MEMBERS**

Student Trustee Gladstone congratulated Trustees Mandelkern, Miljanich and Schwarz on their reelection. She extended Happy Holiday wishes on behalf of all District students.

Vice President Hausman said she is delighted that Trustees Mandelkern, Miljanich and Schwarz were reelected. She congratulated President Bennett and said teaching abroad will be a wonderful adventure for her.

Trustee Miljanich said she appreciates the presence of Student Trustee Gladstone and said her comments are thoughtful and helpful.

Trustee Schwarz congratulated President Bennett on her selection to teach abroad. Trustee Schwarz attended the CSEA Holiday Luncheon, the Skyline College Early Childhood Education Open House, and the Skyline College Automotive Luncheon. She also attended the Foundation Chancellor's Circle Thank You Event. At that event, Jeff Steinberg announced that "Landmarks of Civil Rights: The U.S. Civil Rights Movement" will be taught at all three Colleges next spring. Trustee Schwarz said that at the December 12 Foundation meeting, there was a presentation by eTeam Sponsor on fundraising for District athletic teams and there was also discussion about the possibility of



using this fundraising mechanism for programs other than athletics. Also at the Foundation meeting, a recognition ceremony was held for outgoing Board members John Hamilton, Fran Eastman, Sepi Richardson and Susanne Stevens. New Board member Paul Shepherd was installed. Trustee Schwarz referenced an article in the *Skyline View* titled "New registration system causes frustration." President Stanback Stroud said the issue concerns changes that were made to priority registration, but she believes the impact on students as reported in the article was exaggerated. Trustee Schwarz also referenced the front page editorial on the Student Success Task Force and complimented the students on being well-informed. Trustee Schwarz thanked Chancellor Galatolo and staff for providing answers to questions which were put to her and Trustee Miljanich by CSEA during the reelection campaign and which needed follow-up. She requested that the information be provided to CSEA not to open further dialogue, but to provide complete and accurate answers to the questions posed. Chancellor Galatolo said there are regular meetings between CSEA and District staff and the responses would be presented at a future meeting. CSEA Vice President Charles Jones thanked staff for taking the time to prepare the responses.

President Mandelkern congratulated Professor Bennett on her trip overseas and said students will benefit greatly from her expertise. He also congratulated Trustees Miljanich and Schwarz on their reelection and said he looks forward to continuing to work with them during the next four years. He welcomed Student Trustee Gladstone to the Board. He said that comments she made tonight have been helpful and he looks forward to having an articulate and effective voice for students. President Mandelkern said he was out of the country and is sorry that he could not attend many events on the campuses. He did take the opportunity to reflect on issues that could affect the District, including incidences such as those that occurred recently at Penn State and Syracuse Universities. He said he hopes such incidences never occur within the District and said he is sure that staff, faculty and administrators are aware of things that go on throughout the District. He said it is very important to not get caught up in institutional preservation but to engage in thorough, comprehensive and transparent investigation of any issues raised and to be mindful of the responsibility to the larger community.

#### **COMMUNICATIONS**

President Mandelkern said the Board received an email regarding an issue at College of San Mateo and an email regarding classes in Half Moon Bay.

President Mandelkern called a recess of the meeting at 8:47 p.m.

#### **MEETING OF THE BOARD OF DIRECTORS OF THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT FINANCING CORPORATION**

In the absence of President Holoher, the meeting was called to order at 8:48 p.m. by Secretary Mandelkern.

Present: Vice President Galatolo, Secretary Mandelkern, Treasurer Keller, Directors Hausman, Miljanich and Schwarz

Absent: President Holoher

#### **Approval of Minutes of the December 15, 2010 meeting**

It was moved by Director Hausman and seconded by Director Schwarz to approve the minutes as presented. The motion carried, all members voting "Aye."

#### **Naming of Officers for 2012**

Secretary Mandelkern said that in accordance with the bylaws of the Financing Corporation, the officers for 2012 will be:

President – Board of Trustees President Dave Mandelkern  
 Vice President – District Chancellor Ron Galatolo  
 Secretary – Board of Trustees Vice President-Clerk Helen Hausman  
 Treasurer – District Executive Vice Chancellor Kathy Blackwood

It was moved by Director Miljanich and seconded by Director Schwarz to approve the new officers. The motion carried, all members voting "Aye."

President Mandelkern announced that the next scheduled meeting of the Financing Corporation will be held on December 5, 2012.

It was moved by Director Miljanich and seconded by Secretary Hausman to adjourn the meeting. The meeting was adjourned at 8:55 p.m.

President Mandelkern reconvened the meeting of the Board of Trustees at 8:56 p.m.

**RECESS TO CLOSED SESSION OF BOARD OF TRUSTEES**

President Mandelkern announced that during Closed Session, the Board will (1) consider the personnel items listed as 1-A and 1-B on the printed agenda, (2) conduct a conference with District Labor Negotiator Harry Joel; the employee organizations are AFSCME, AFT and CSEA, and (3) conduct a conference with legal counsel regarding one case of existing litigation as listed on the printed agenda.

The Board recessed to Closed Session at 8:58 p.m. and reconvened to Open Session at 11:17 p.m.

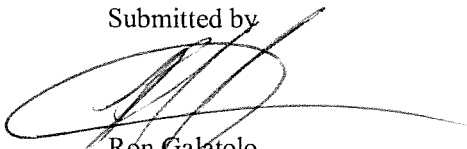
**CLOSED SESSION ACTIONS TAKEN**

President Mandelkern 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 items listed as 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 11:18 p.m.

Submitted by



Ron Galatolo  
Secretary

Approved and entered into the proceedings of the January 11, 2012 meeting.



Helen Hausman  
Vice President-Clerk