

**Minutes of the Annual Retreat of the Board of Trustees
San Mateo County Community College District
February 17, 2013, San Mateo, CA**

The meeting was called to order at 12:00 p.m.

Board Members Present: President Helen Hausman, Vice President Karen Schwarz, Trustees Richard Holober, Dave Mandelkern and Patricia Miljanich, Student Trustee Bailey Girard

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

DISCUSSION OF THE ORDER OF THE AGENDA

None

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None

ACCREDITATION (13-2-1B)

Chancellor Galatolo discussed recent accreditation actions by the Accrediting Commission for Community and Junior Colleges (ACCJC), which both removed colleges from probation and granted full accreditation and placed additional colleges on show cause. He said colleges are being placed on sanctions for items that have nothing to do with positive outcomes for students.

Trustee Miljanich suggested that staff contact legislative representatives to inform them about how costly the accreditation process is.

A. The New Context

Skyline College President Regina Stanback Stroud said the Council for Higher Education Accreditation (CHEA) issued a report on the value of accreditation, including: (1) sustain/enhance operations, (2) maintain academic value, (3) act as a buffer from politics, and (4) serve the public interest.

President Stanback Stroud said accreditation in California has changed from collaboration and improvement to compliance and penalization. She said accreditation is now an ongoing process and colleges need to add staff to handle this additional burden.

Cañada College Vice President of Instruction Sarah Perkins said accreditation in California is different from the rest of the nation. She said accreditation in California is punitive and onerous.

Cañada College Vice President of Student Services Robin Richards discussed the work that college staff must undertake for the accreditation process. She discussed the ever-changing state, federal and local requirements and gave many examples of these changes.

Vice President Perkins discussed "Climbing Mountains: Producing Stacks of Reports." She provided a handout listing the reports required for accreditation. She discussed the substantive change proposal which is required for a number of changes, including the introduction of a new degree.

There was discussion about opting out of ACCJC and being accredited by the Western Association of Schools and Colleges (WASC). If each college has two Bachelor of Arts programs, it could be accredited by WASC. Vice

President Perkins said we are now in a period when assessment and data collection are ongoing functions of the colleges.

College of San Mateo Vice President of Instruction Susan Estes discussed the increasing roles of the Accreditation Liaison Officers (ALOs) and the Research Departments and provided a handout showing the ALO project management timeline. She contrasted accreditation requirements in the past to the current requirements.

B. Review Role of the Board

Cañada College President Buckley discussed the role of the Board in accreditation. He noted that the Board has been given a number of documents, including:

1. The Accreditation Manual
2. The PowerPoint presentation by ACCJC President Barbara Beno titled “Accreditation and Trustee Roles and Responsibilities”
3. The Guide to Accreditation for Governing Boards

President Buckley said ACCJC has put a focus on trustees, particularly boards of trustees that appear to be micromanaging. He distributed the ACCJC standard that addresses the role of trustees, which is purely policy-making. He said ACCJC seems to be evaluating the competency of boards. President Buckley cautioned trustees to not meet alone with accreditation representatives and to focus answers on policy matters rather than administration/operations.

C. Review Components of Site Visit

College of San Mateo President Claire distributed a handout which included the items for which the team chair must be responsible, including (1) addressing prior recommendations, (2) improvement infrastructure, and (3) planning program review and SLO rubrics. President Claire discussed the timing of the site visit.

D. Approval of Substantive Change Proposals to be Submitted to ACCJC

It was moved by Trustee Miljanich and seconded by Trustee Mandelkern to approve the proposals as submitted. Barbara Christensen, Director of Community/Government Relations, distributed a revised organizational chart for Skyline College’s substantive change proposal.

In response to a question from Trustee Mandelkern regarding fully online degree and certificate programs, President Buckley said that currently the colleges do not offer all of the courses required for a fully online degree.

After this discussion, the motion to approve the substantive change proposals carried, all members voting “Aye.”

UDACITY – NEXT STEPS (13-2-1C)

Chancellor Galatolo provided some background regarding the District’s experience with online instruction. He said Udacity brings the curriculum experts together with the technology experts to enhance online education. He said he would like to have a small pilot program that would develop several programs in conjunction with Udacity, similar to San Jose State University. Chancellor Galatolo asked the Board to allow the administration to enter into a non-exclusive contract with Udacity for a pilot program. He said that San Jose State University’s contract with Udacity is non-exclusive, i.e., it would not prevent the college from conducting pilots with other online companies.

Vice President Schwarz asked for comments from Diana Bennett, President of the District Academic Senate. President Bennett said the Academic Senate has met with Udacity and the Distance Education Advisory Committee (DEAC) and more meetings are planned. She said the Academic Senate’s goal is to have DEAC recommend a pilot program with Udacity. President Bennett said the Academic Senate has already identified some curriculum areas and faculty members who want to move forward with a pilot. She said she would like to see the District participate in this experiment.

Trustee Miljanich said she believes that online learning is here to stay and she supports the type of interactive education that could be provided with Udacity.

Trustee Holober raised several concerns with the Udacity presentation. He said Udacity is an unproven enterprise and has not yet delivered one student who has taken one credit course. He said he would like to explore other providers. Chancellor Galatolo said Udacity has just received \$15 million in new funding and has the support of the Governor. He said he believes the courses offered by Udacity are more interactive and innovative than those offered by Coursera. However, he said he is open to exploring options with other online providers.

Trustee Mandelkern asked what the cost would be. Chancellor Galatolo said the cost would be released time for faculty to develop the courses. President Stanback Stroud added that the courses provided by faculty will belong to the District. She said the colleges will benefit by faculty members' involvement with the instructional design technology provided by Udacity. President Buckley said a pilot with Udacity would also provide a means to improve the relationship between Cañada College and San Jose State University.

Trustee Mandelkern said he supports innovation but cautioned that there should be a clear understanding of what the objectives are for online learning, e.g., assessment, basic skills, lifelong learning, etc. He said there is much more to building an internet program than having a flashy online provider. Trustee Mandelkern said the District needs to carefully define what areas it wants to focus on in this pilot. He also said the financials are "murky" and need to be worked out.

Trustee Holober said the discussion has been very helpful. He said that if we are looking at Udacity as a technical provider to benefit our students, he would suggest that we compare and contrast a course offered in person, online as we currently provide it, and online with help from Udacity, so that we would have data on success rates for each delivery method.

Vice President Schwarz summarized the discussion by saying that the Board would like to move forward with Udacity on a pilot and, at the same time, explore other potential partners.

CERTIFICATE OF PARTICIPATION – CONSTRUCTION AND RENOVATION (13-2-2C)

Chancellor Galatolo distributed a document which identifies \$500 million in unmet facilities needs and said the Board has seen this document before. A new chart was included which identifies projects that could be locally funded as opposed to future bond funding or state bond funding.

Chancellor Galatolo said the District's bankers analyzed payments needed for \$80 million, \$90 million and \$200 million COPs and the annual debt service was not manageable. He said that a COP of \$30-50 million would require \$2-3 million in debt service annually which is affordable.

Trustee Miljanich said she supports this but wants to make sure that college staff are involved in the selection of projects to be funded by a COP. Chancellor Galatolo agreed and said this is just a discussion about the alternate means of providing funds for construction projects without jeopardizing the District's financial status. Board members agreed to move ahead on this idea.

HIRING POLICY/COMMITTEE PROCEDURES, POLITICAL BELIEFS AS PROTECTED CLASS (13-2-3C)

Trustee Holober said he did not intend to add "political beliefs" to the protected classes outlined in Board policies. He said he just wants some documentation that faculty, staff and students are not discriminated against for their political beliefs. Staff agreed to do more research on the topic of political beliefs.

Harry Joel, Vice Chancellor of Human Relations and Employee Relations, said the Board expressed concern that a person in an interim position did not receive an interview and/or was not one of the finalists. The Board extensively discussed this issue and agreed that staff will reformulate the language in selection procedures.

STAFFING NEEDS (13-2-4C)

Executive Vice Chancellor Blackwood explained the proposed position reclassifications. She said the colleges are also evaluating new positions for which employees need to be hired.

Trustee Holober asked to be provided the full cost of the proposed reclassifications (when all the positions are at the top step). Trustee Miljanich advised staff to be judicious when bringing forward these reclassifications, taking into consideration other new positions that are being hired.

BOARD GOALS AND PRIORITIES (13-2-5C)

The Board discussed progress on the 2012-13 goals, which extend through June 30, 2013. The Board also discussed the proposed 2013-14 goals and suggested a number of wording changes, changed emphasis, and additions. Staff will make the revisions and bring the proposed goals back to the Board at a future meeting.

ADJOURNMENT

The meeting was adjourned by consensus at 5:05 p.m..

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the February 27, 2013 meeting.

Karen Schwarz
Vice President-Clerk