

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
December 11, 2013, San Mateo, CA**

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

Board Members Present: President Karen Schwarz, Vice President Patricia Miljanich, Trustees Richard Holober, Dave Mandelkern and Tom Mohr, Student Trustee David Latt

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

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

SWEARING IN OF TRUSTEES

Trustee Holober's sons, Evan and Reuben Holober, administered the Oath of Office to Trustee Holober. Trustee Holober said he is thankful to the voters of San Mateo County for giving him another term in office which he hopes will be a time to accomplish great and innovative things. He said he takes his obligation to serve students seriously. He said the District has weathered a difficult economic time and he appreciates the sacrifices that staff, faculty, administrators and students have made. Trustee Holober congratulated Trustee Mohr and said he looks forward to working with him.

Assemblyman Kevin Mullin administered the oath of office to Trustee Mohr. Assemblyman Mullin said this is a capstone position for Trustee Mohr as he has seen education from all facets. He said he is proud to represent the District's three Colleges and he is proud of the work of the Board and Chancellor Galatolo. Assemblyman Mullin congratulated Trustee Holober on his re-election and Reuben Holober on his election to the Millbrae City Council. Trustee Mohr said it is a privilege to serve. He thanked Assemblyman Mullin and also thanked the residents of San Mateo County, many of whom shared how important community colleges are to them during his campaign. Trustee Mohr thanked those who served on his campaign committee and faculty and staff who supported him. He acknowledged his wife, Sandy, who offered great support throughout his campaign.

President Schwarz announced that there would be a 15-minute reception to celebrate the swearing in of Trustees Holober and Mohr. President Schwarz thanked Tom Bauer, Vice Chancellor of Auxiliary Services and Enterprise Operations, for sponsoring the reception.

ORGANIZATION OF THE BOARD OF TRUSTEES

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

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

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

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

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

MINUTES

It was moved by Vice President Miljanich and seconded by Trustee Holober to approve the minutes of the regular meeting of November 12, 2013. The motion carried, with Trustee Mohr abstaining and all other members voting "Aye."

It was moved by Trustee Holober and seconded by Vice President Miljanich to approve the minutes of the Board Retreat of November 16, 2013. The motion carried, with Trustee Mohr abstaining and all other members voting "Aye."

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo congratulated Trustee Holober on his re-election and welcomed Trustee Mohr.

Skyline College President Stanback Stroud congratulated Trustees Holober and Mohr. President Stanback Stroud said the Ceramics Club held its Empty Bowls Fundraiser which raised more than \$2,000 for SparkPoint at Skyline College. President Stanback Stroud cited two articles in her written report on the Center for Innovative Practices through Hip Hop Education and Research (CIPHER) focusing on the Hip Hop Think Tank in New York and the lecture by Dr. Tricia Rose at Skyline College. She said Hip Hop education is an emerging pedagogical approach for connecting with and empowering young people.

College of San Mateo President Claire congratulated Trustee Holober and Councilman Reuben Holober. He also congratulated Trustee Mohr and said he appreciates his absolute commitment to the community college system. President Claire recognized Gary Dilley who has done an outstanding job as Interim Vice President of Instruction. He introduced Sandra Comerford, Dean of Language Arts, who is being recommended for the position of Vice President of Instruction. He also recognized Jan Roecks, Vice President of Special Projects at the District, who is being recommended for the position of Vice President of Administrative Services at College of San Mateo.

Cañada College President Buckley thanked Trustees Holober and Mohr for having the courage to go before the voters of San Mateo County. He said the District is stronger because five Board members have made the choice to place their names on the ballot. President Buckley said Cañada College hosted a meeting of the Bay 10 at which Leroy Morishita, President of California State University-East Bay, discussed developing stronger relationships with community colleges. President Buckley said the women's golf team took third place in the State Championships. Cañada College partnered with the Save the Children Foundation to raise money for relief for the victims of Typhoon Haiyan. The effort was organized by classified staff member Jo'an Rosario Tanaka. In addition, faculty member Vera Quijano helped collect relief supplies. The fall dance production will also be used as a fundraiser for relief aid. More than 125 people attended a Hawaiian-themed holiday luncheon on campus; attendees brought donations for the Second Harvest Food Bank.

Executive Vice Chancellor Blackwood congratulated Trustees Holober and Mohr. Regarding the budget, Executive Vice Chancellor Blackwood said the Legislative Analyst's Office released revenue projections in late November and the Board of the Association of Chief Business Officials met with Department of Finance representatives on December 6. While it is difficult to predict how much money will be available, it is estimated that community colleges will receive \$300 million to \$700 million in one-time funds. The Governor reportedly wants to pay off the wall of debt, which for community colleges would include deferrals, and half of the one-time funds may be used for this purpose. This does not affect the District because deferrals represent a cash flow issue for apportionment and the District no longer receives apportionment. The other half of one-time money will most likely be used for instructional equipment and scheduled maintenance; the District would receive a share of this money.

In terms of ongoing money, estimated at \$300 million to \$500 million, Executive Vice Chancellor Blackwood said a small amount will go to the statutory .9% COLA and some to growth. A portion might also be used for the Student Success and Support Program; this would affect the District and could be used to offset some expenses for

student support. Some ongoing money might also be used for categorical backfill, although the Governor is not generally supportive of categorical programs. Executive Vice Chancellor Blackwood said more information on the budget will be available on January 10 when the Governor releases his budget.

District Academic Senate President Bennett congratulated Trustees Holober and Mohr. She said the Academic Senate leaders met with the Vice Presidents Council this week. Among the items discussed were policies, plenary resolutions, and selection processes. The District Academic Senate will participate in a Warm Hug Drive with the Foundation and District Student Council; coats, scarves, hats and gloves will be collected for students within the District.

Hayley Sharpe, President of the Associated Students of College of San Mateo (ASCSM), distributed a list of members of the Student Senate. She said the Senate is made up of three boards: (1) the Cultural Awareness Board, which plans and carries out events that recognize and celebrate the diversity of the College community; (2) the Programming Board, which focuses on providing a broad range of events; and (3) the Advocacy Board, which focuses on researching political issues and advocating on behalf of students at the local, state and national levels. President Sharpe said ASCSM members represent students on College and District committees.

President Sharpe said there are 34 active clubs on campus. Any student currently enrolled at the College can start or participate in a club. Activities and events for the 2013 fall semester included the Summer Ice Cream Giveaway; the ASCSM Summer Retreat; Welcome Week; ASCSM Promo Day; Halloween Event; Club Fair; and the Women in Leadership Town Hall. The Holiday Angels Toy Drive began today and will take place again on December 18. ASCSM is currently participating in relief efforts for the victims of Typhoon Yolanda/Haiyan.

President Schwarz thanked President Sharpe for her excellent report.

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES: X-TREME SATURDAY AT SKYLINE COLLEGE

Joi Blake, Vice President of Student Services, said Skyline College launched X-Treme Saturday for the first time in August. She said the program provides an opportunity for students to come to the campus and receive all matriculation services in one day. Vice President Blake introduced Nohel Corral, Interim Dean of Counseling, and Dr. John Mosby, Dean of Enrollment Services.

Dean Corral said X-Treme Saturday is a one-day event for new students who can apply, matriculate and enroll in classes. Students receive application assistance, assessment testing, orientation and group counseling sessions, in addition to registering for classes. Instructional and Student Service Programs are highlighted, such as learning communities and career-technical programs. Instructional deans are available to add sections as needed. Students are also assisted with procuring financial aid clearances.

Dean Corral said X-Treme Saturday connects with the Board goals to (1) increase access to learning opportunities and increase flexibility to achieve student success and institutional effectiveness, and (2) build strong relationships with local cities and other school districts. Working with local high schools, the program provided resources to students on the Saturday before school started.

Dean Corral said the program also connects to College goals by providing pathways to students who leave the X-Treme Saturday program with full or partial schedules and specific educational goals. Students are also provided human, physical, technological and financial resources.

Dean Mosby discussed the program design. Morning activities included check-in and intake; welcome and program overview; English and math assessments; and Student Education Plan (SEP) breakouts with completed placement results. After lunch and a club program showcase, the program included orientation; a second session of SEP breakouts; and registration for classes.

Dean Mosby said program goals are to provide a warm, inviting welcome to the College and District; assist students in making their educational goals a reality; connect students to resources at the beginning of their Skyline College experience; and assist students in understanding their educational and financial responsibilities.

Dean Mosby said 177 students attended X-Treme Saturday. Of those students, 80% registered at Skyline College for fall; 83 registered part-time, 59 registered full-time and 39 did not register. Dean Mosby quoted students who attended X-Treme Saturday and viewed their experiences favorably. Dean Mosby said the next X-Treme Saturday will take place on January 11, 2014.

President Schwarz said she has always told students that there is much help available to them at the Colleges if they seek it. She said this program provides that assistance by reaching out to students and she commends Skyline College for this. President Schwarz asked what outreach was conducted for the program. Dean Mosby said outreach was conducted with local high schools. The Office of Marketing, Communications and Public Relations also communicated with the wider community. Current students provided word of mouth outreach to potential students and families. Trustee Mohr said the X-Treme Saturday program addresses factors that affect students' ability to do well in their first year. He encouraged the presenters to collect data on the success of participating students. Dean Corral said this will be done and will be reported to the Board. Student Trustee Latt commended Dean Corral and Dean Mosby for their presentation. He said students are getting a stronger start because the College is reaching out and providing resources to them.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None

At this time, Vice President Miljanich temporarily stepped out of the meeting.

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (13-12-1A)

It was moved by Trustee Holoher and seconded by Trustee Mandelkern to approve the actions in Board Report No. 13-12-1A. The motion carried, all members present voting "Aye."

APPROVAL OF CONSENT AGENDA

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

- 13-12-1CA Approval of Curricular Additions – Cañada College and College of San Mateo
- 13-12-2CA Adoption of District Academic Calendar for 2014-2015
- 13-12-3CA Approval of Community Services Classes, Spring/Summer 2014 – Cañada College, College of San Mateo and Skyline College
- 13-12-4CA Ratification of September and October 2013 District Warrants

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

Other Recommendations

APPOINTMENT/REAPPOINTMENT OF DIRECTORS FOR THE SAN MATEO COUNTY COLLEGES EDUCATIONAL HOUSING CORPORATION (13-12-100B)

It was moved by Trustee Holoher and seconded by Trustee Mohr to approve the appointment/reappointment of Directors as detailed in the report. The motion carried, all members present voting "Aye."

AUTHORITY TO EXECUTE AN AGREEMENT WITH ELLUCIAN FOR ADMINISTRATIVE INFORMATION SYSTEMS MAINTENANCE SERVICES (13-12-101B)

It was moved by Trustee Holoher and seconded by Trustee Mohr to approve the agreement as detailed in the report. The motion carried, all members present voting "Aye."

APPROVAL OF SAN MATEO ATHLETIC FEES AND PLAN REVISIONS (13-12-102B)

It was moved by Trustee Mohr and seconded by Trustee Holoher to approve the revisions as detailed in the report. Trustee Holoher suggested that an update be provided at a future meeting regarding the status of the contract with the company that manages the facility, including when the contract will be up for renewal and the possible

implications. Chancellor Galatolo said this discussion will be included on the agenda for a future meeting. After this discussion, the motion carried, all members present voting “Aye.”

Vice President Miljanich rejoined the meeting at this time.

INFORMATION REPORTS

INFORMATION ON CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) REQUIREMENTS (13-12-2C)

Barbara Christensen, Director of Community/Government Relations, said the Board asked for additional information on CEQA requirements for the planned solar array project at Cañada College. Specifically, the Board wanted information on when an Environmental Impact Report (EIR) is required for a project versus when an Initial Study/Mitigated Negative Declaration (IS/MND) is sufficient documentation. Ms. Christensen said Sabrina Teller, the District’s attorney for CEQA matters, is available by telephone to address this matter and answer questions.

Ms. Teller said an EIR is required only when there is substantial evidence that shows a possibility of a significant environmental effect that cannot be mitigated. She said that most times an agency has a good sense of what the likely effects will be and will make a determination before preparing an Initial Study about whether the project is likely to be sustained on a Negative Declaration. If it is determined that the project can be fully mitigated or is mostly benign and will have no significant impact, this must be documented with sufficient explanation in the Initial Study. Sometimes an agency will undertake an Initial Study for the purpose of determining whether there will be a significant impact necessitating an EIR.

Ms. Christensen said the District engaged the services of ICF International; their experts in plants, biology and environmentally protected species surveyed the Cañada College site. Ms. Teller said consultants first rely on general knowledge and previous experience with this type of project. They then conduct the physical survey of the site. In this case, they determined that the site is a mostly disturbed site with no native or pristine characteristics and the project will not have any significant adverse biological effects. While there will be a change to the physical environment, there are no particular or unusual circumstances that would cause the change to rise to a threshold of significance and require an EIR. Ms. Teller said the project actually will be environmentally beneficial in that it will reduce the College’s dependence on electricity.

Ms. Teller said that during early discussions about what type of environmental review would be appropriate, one issue that arose was how visible the project would be from areas outside the campus; this could be a concern to neighbors or communities adjacent to the project. Ms. Teller said that in reviewing the draft of the Initial Study, she is satisfied with the level of analysis that ICF International did in determining that the potential aesthetic impacts are likely to be less than significant. She said the project will be somewhat visible from certain vantage points but not so visible as to dominate the view from those vantage points.

Trustee Holober said recent experience with lawsuits causes him to believe that adverse responses should be anticipated. He asked what the requirement is in terms of public notice to provide the public with sufficient opportunity to bring their concerns forward. Ms. Teller said that when an agency decides to prepare a Negative Declaration, CEQA requires that it use one of three different methods of notice to the public and must allow a public comment period of at least 20 days. If, at the end of the public comment period, the District is inundated with comments, a decision can be made to proceed with an EIR. Trustee Holober asked if the public’s opportunity to oppose the project in court at a later date is exhausted if no unsupportive comments are received by the end of the public comment period. Ms. Teller said that if no one sends comments or comes in with comments at the point of project approval, any lawsuit would be very likely to lose because of the failure to exhaust administrative remedies. She said that, because of the formality of the Negative Declaration process, the law is very clear on the failure to exhaust administrative remedies. The tree removal case was different because an addendum was submitted which did not require a formal public comment period; therefore, those who objected said they were not required to exhaust administrative remedies. Trustee Holober asked if the project represents a change to a previous master plan which had a completed Negative Declaration process. Ms. Teller said the most recent master plan that mentioned putting a solar project on the site was not subject to environmental review and, therefore, this is a project of first impression under CEQA.

For clarification, Trustee Mandelkern noted that an EIR is required when the possibility of a significant environmental effect cannot be mitigated. Therefore, if parts of the solar array projects are visible from the campus but can be mitigated by planting trees, for example, it would be appropriate to proceed with a Mitigated Negative Declaration. Ms. Teller said this analysis is correct.

Trustee Mandelkern asked Ms. Teller what factors she would consider if she were representing someone who might have concerns about it. Ms. Teller said she would hope any client would contact her before the public comment period ran out and would provide input from neighbors explaining why there would be significant impact. If that were to happen, she would advise the District to do an EIR.

Ms. Teller said she has worked with District staff to make sure the letter of the law is followed. Trustee Mandelkern said it would be wise to make sure the intent of the law is followed as well. Ms. Christensen said the District has gone far beyond the requirement to use one of three methods of notice to the public, with prominent posting of signs and prominent placement on the District's website as well as the public notice in the newspaper. Ms. Teller said the Initial Study also includes visual simulation which is not required. Trustee Mandelkern asked if the simulation considers the reflection of the sun off of the panels. Ms. Teller said the Negative Declaration addresses the question of whether there will be light and glare impact; she said the panels have shading or coating that prevents them from being highly reflective.

President Schwarz thanked Ms. Christensen and Ms. Teller for the presentation.

CAÑADA COLLEGE SOLAR PROJECT PLAN UPDATE (13-12-3C)

Karen Powell, Director of Maintenance and Operations, said solar energy is clearly and distinctly aligned with the goals of the Board. It is also in alignment with the intent of Proposition 39 which is one of the funding sources for the project. Proposition 39 specifies the loading order for entities that want to utilize energy efficiency funds for projects. First in loading order are projects that are designed for energy efficiency; the District was an early leader in this area and has continued down that path. Second in loading order is demand response which is the ability of the District or each of the Colleges to reduce electrical consumption in response to heavy demand on the grid and brownouts. In this area, the District has installed direct digital controls over all buildings so that consumption can be reduced in response to events. The District also participated in a nationwide pilot project at College of San Mateo with Lawrence Berkeley Labs. Because the District has been successful in addressing energy efficiency and demand response, it now has the opportunity to utilize first-year Proposition 39 funding for a generation project such as solar. This is a unique opportunity to leverage both State (Proposition 39) and utility funding. In order to preserve Proposition 39 funding, the project must be substantially complete by June 30, 2014. The utility funding is provided by the California Solar Initiative which offers an incentive program. The solar project has been approved for the funding at this time; it is not clear that the funding will continue into the future.

Joe Fullerton, Energy Management Coordinator, said the project is a Design-Build project to build a ~1.+ MW Solar Photovoltaic system at Cañada College, shifting one-third to one-half of the campus electrical consumption off the grid. He said the project budget is \$5,250,000. Approximately \$3.8 million will come from local funds (various energy efficiency rebate and incentive funds). \$961,579 in California Solar Initiative funds is reserved for the project; the final incentive payment amount will be based upon actual system production. Approximately \$500,000 will come from Proposition 39 funds.

Mr. Fullerton said a vendor will be selected in winter 2013 utilizing Government Code 4217.12-Best Value selection process. Request for approval of the project and contract award will be brought to the Board in January 2014.

Trustee Mandelkern asked where the solar panels are made. Mr. Fullerton said each vendor uses different panels. Many are made in China and some have component and construction methodologies that are made in the United States or Canada. Mr. Fullerton said he is very mindful of concerns about some panels that are made in China.

Following a question from Trustee Mandelkern, the Facilities staff stated they would bring a payback analysis to the Board at the next meeting.

Trustee Mohr asked for information about maintenance costs over a period of time. Mr. Fullerton said operations and maintenance costs are included in the proposals and will most likely be for a twenty-year period. He said that, unlike many construction projects, solar photovoltaic array projects typically come with an operations and maintenance contract in place. The California Solar Initiative also requires a performance guarantee; to meet this requirement, vendors subscribe to a specific operations and maintenance protocol. Vice Chancellor Nuñez said the cost of fencing and cameras are also included in the proposals. Cameras and motion sensing lights will be utilized in order to protect the investment.

Trustee Mohr asked if the technology in this area is changing rapidly. Mr. Fullerton said he believes this is the right time to invest in the technology. He said the technology is not new and there has been a tremendous jump in efficiency in recent years. He said the panels and infrastructure will be at Cañada College for a very long time. Chancellor Galatolo said it is becoming more cost effective to purchase panels and, with Proposition 39 funds and rebates, the District can recoup the investment in many fewer years. Mr. Fullerton added that the cost of energy is rising while the cost of panels is decreasing.

Trustee Holober said it is his understanding that funding by the California Solar Initiative and Proposition 39 has already been approved. Mr. Fullerton said this is correct. He said the California Solar Initiative requires that the agency must be in contract by the middle of January. Proposition 39 funding requires that the project must be complete by the end of the fiscal year. California Solar Initiative funds will be distributed over a five-year period, based on the performance of the system. Therefore, District funds must be used and will be reimbursed. Chancellor Galatolo noted that if the District is not reimbursed by the California Solar Initiative, it will be reimbursed by the vendor because of the performance guarantee.

Trustee Holober asked if adoption of a Mitigated Negative Declaration is required before the Board can award the contract. Chancellor Galatolo said it is. He said that on January 8, the Board will be asked to approve a Mitigated Negative Declaration and then will be asked to approve a contract.

Trustee Mohr said he would like to see charts that demonstrate efficiencies. Trustee Holober said it would also be helpful to see payback projections. Ms. Powell said the District engaged the services of a consultant, Newcomb Anderson McCormick, to help with development of the RFP and to do technical analysis of payback periods and generation models. She said some of their reports and graphics will be included in the report on January 8.

REVIEW OF/RESPONSE TO ACCJC REPORTS TO THE COLLEGES (13-12-4C)

Chancellor Galatolo said the District and Colleges received external evaluation reports from the visiting teams and had the opportunity to respond to omissions and errors of fact. The District received three Recommendations for Improvement, meaning the accreditation standard is met but improvements can be made. The recommendations concerned (1) the need to broadly communicate modifications to the faculty evaluation process; (2) increasing Board professional development and orientation of new trustees; and (3) evaluation of District services and documentation regarding the outcomes of the evaluations. District responses are incorporated into the three Colleges' responses.

Chancellor Galatolo asked each College President to provide highlights of their responses. Copies of the responses were distributed to the Board and are attached the official minutes of record.

President Buckley said Cañada College received one Recommendation to Correct a Deficiency; the recommendation concerned an effective process to address the currency of course outlines of record (CORs). President Buckley said the College's response pointed out that, while there are CORs that are not up-to-date, the College began addressing this issue in September. The Curriculum Committee adopted a revised process for identifying CORs that are out-of-date and the revised process will be included as a revision to the *Curriculum Committee Handbook*. Therefore, the College has already corrected this deficiency.

President Buckley said the College received one Recommendation for Improvement which suggested the College do more to record and communicate the robust dialogue that exists between planning councils and governance groups. In response, the College has expanded the system of documenting discussions and is currently implementing this process.

President Buckley said there were instances in which the visiting team contradicted itself. He said the College's response included a separate document outlining additional errors of fact. He said he confirmed today that the response was received by Dr. Pam Luster, President of San Diego Mesa College and Cañada College Team Chair; she informed President Buckley that she incorporated changes where she "felt it appropriate." President Buckley also confirmed that the response was received by Jack Pond, ACCJC Vice President of Team Operations and Communication; Mr. Pond informed President Buckley that he will receive a letter shortly with "further instructions" and the date and time at which the Commission will be reviewing the report.

President Claire said College of San Mateo's response includes many corrections of errors of fact, including misapplication of statistical principles. He said he was disappointed in the report. He said the visiting team was small and unprepared and most errors of fact were in areas where there were two inexperienced team members. President Claire said the section of the report addressing Standard III.C (Information Technology) was so riddled with errors that the College created a separate document in response to that section.

President Claire said three recommendations, including recommendations concerning SLOs and assessment of plans, will be completely addressed before the Commission meets in January; this information is included in the College's response as supplemental information. Trustee Holober asked if there were findings of deficiency at College of San Mateo. President Claire said the wording around assessment planning indicates that the standard is not fully met but this statement was made without a trail of evidence; therefore, President Claire has requested clarification. President Claire said there have been instances at other colleges in which standards were not fully met but sanctions were not imposed.

President Claire said the Commission requires publication of its final reports. He said the Commission has a standard with regard to presenting information to the public that is correct. Vice President Miljanich suggested that the Colleges' responses be published along with the Commission's reports.

President Claire recognized the work of his leadership team, including Sandra Comerford and Jan Roecks, in preparing the response.

President Stanback Stroud said the Skyline College visiting team was inexperienced. She said the report has multiple errors of fact, inconsistencies and contradictions. She outlined some of the statements in the report and the College's response to them, including comments about the number of people who attended meetings requested by the site visit team, actionable improvement plans, Distance Education programs, SLOs, incomplete citing of evidence, and problems with technology for team members.

President Stanback Stroud said Skyline College received four Recommendations to Improve. The first recommendation concerns evaluation of the planning process; there is an error of fact which is addressed in the response. The second recommendation concerns substantive interaction with students in Distance Education courses; clarifying information is provided in the response. The third recommendation concerns performance evaluations for adjunct faculty members; the response explains how this has been addressed. The fourth recommendation concerns a Code of Professional Ethics for each employee group; this contains an error of fact which is corrected in the response.

President Stanback Stroud outlined several additional errors of fact in the report and the College's response to them. She said she believes the site visit team tried to do good work but she does not believe they thoroughly read the evidence provided because they asked for information that had already been supplied to them.

Trustee Mohr said ACCJC has created a culture of double jeopardy and of never being satisfied with what colleges provide. He said the culture of the Commission has changed dramatically over the past six to seven years and it is now not possible to predict what the Commission might single out as not meeting a standard. Trustee Mohr said staff at the District and Colleges put forth a great deal of effort and it is unforgivable to have so many errors in the external evaluation reports. He asked the College Presidents if they believe part of the problem could be that community college leaders around the State have become so frustrated that they are not participating as site visit team members. President Buckley said he believes some leaders are frustrated and are not participating and some who are participating are unprepared; he said there is a wide variation in teams. President Stanback Stroud said the

overall culture of the Commission and the training of site visit team members is not the same as it used to be. She said the process has now become an audit and compliance exercise.

Trustee Mandelkern commended faculty, staff and administrators for all the work they did in preparation for the accreditation cycle. He said the entire process is frustrating and completely arbitrary. He said it seems that no matter what colleges prepare, they have no idea what the Commission will do in private. He said that even if a college has met the intent of a standard, the Commission can say it is not met 100% and can impose a sanction. Trustee Mandelkern said he appreciates that the Colleges have corrected errors of fact but he believes they should not “beat themselves up” over the reports. Trustee Mohr said he agrees with Trustee Mandelkern’s statement but is concerned that the reports could affect how the Colleges are perceived by the public.

Trustee Holober said the College Presidents do a fabulous job. He said they are dealing with real issues all the time and the accreditation process has become an unreal process that is completely detached from the work the Presidents and their teams do. Trustee Holober said the Board understands that this is a separate reality.

Vice President Miljanich said she shares the concern about public perception. She said the Board will be prepared to deal with whatever happens and will do their best to communicate with the public.

President Schwarz said she has been through many accreditation cycles before and has never been more impressed with the Colleges’ Self Evaluation Reports than she was this time. She said it is frustrating and disheartening to receive External Evaluation Reports of the type received by the Colleges. President Schwarz said the Board is fully supportive of the District and Colleges.

FULL ABSORPTION BUDGET (13-12-5C)

Executive Vice Chancellor Blackwood said she prepared the full absorption budget in response to a request from the Board after the 2013-14 Final Budget Report was presented. The full absorption budget allocates District Office Facilities and Central Services expenses to each of the Colleges in order to get a true picture of the total costs at each College. The Board thanked Executive Vice Chancellor Blackwood for the report.

FIRST QUARTER REPORT OF AUXILIARY OPERATIONS, 2013-14 (13-12-6C)

The Board accepted the report. President Schwarz complimented Vice Chancellor Tom Bauer on the excellent Auxiliary Services and Enterprise Operations Annual Report given to the Board at their last meeting. She said the progress over the years has been impressive.

DISTRICT FINANCIAL SUMMARY FOR THE QUARTER ENDING SEPTEMBER 30, 2013 (13-12-7C)

The Board accepted the report.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Latt said Chancellor Galatolo attended the last District Student Council meeting to discuss changes to the bylaws as requested by the Board. Student Trustee Latt said it was a privilege to have President Schwarz attend the Women in Leadership event. He congratulated Trustees Holober and Mohr and wished everyone happy holidays.

Vice President Miljanich welcomed back Trustee Holober and welcomed Trustee Mohr.

Trustee Mohr said it is a privilege to be a partner with the other Board members, Chancellor Galatolo and staff. Trustee Mohr said he attended the Millbrae City Council induction ceremony and said new Councilman Reuben Holober is a talented young man who received a tremendous response at the ceremony.

Trustee Mandelkern welcomed Trustee Mohr to the Board and said he looks forward to working with him. He congratulated Trustee Holober and said he looks forward to continuing to work with him. Trustee Mandelkern said he witnessed the moving swearing in ceremony of Reuben Holober to the Millbrae City Council. Earlier today, Trustee Mandelkern attended the Skyline College Automotive Luncheon. He said this is an example of a program that is working in the community. Trustee Mandelkern wished everyone a happy holiday season.

Trustee Holober congratulated Trustee Mohr and said he ran a great campaign. He said Trustee Mohr brings a great deal of wisdom and knowledge to the Board and he looks forward to working with him. Trustee Holober thanked people for their comments on Councilman Reuben Holober; he said it is gratifying to see him moving forward in public service. Trustee Holober said he attended the Community College League of California convention. At the convention, he saw San Diego Community College District Chancellor Constance Carroll, Accreditation Site Visit Team Chair for the District Office, who told him this is a wonderful district and has nothing to fear. Trustee Holober distributed information to the Board about the Excellence in Trusteeship Program, through which trustees can earn units for participating in educational programs. Trustee Holober wished everyone a happy holiday season.

President Schwarz thanked CSEA for a wonderful holiday luncheon. She said she attended the Skyline College Automotive Luncheon and the Women in Leadership event. President Schwarz welcomed Trustee Mohr to the Board and said she is very pleased that Trustee Holober is also back on the Board. She said Trustee Holober should be very proud of his sons. President Schwarz wished everyone a happy holiday season.

Chancellor Galatolo said the world lost a great leader when Nelson Mandela passed away. He suggested the Board adjourn this meeting in his memory and the Board agreed.

COMMUNICATIONS

None

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

The meeting was called to order at 10:25 p.m. by President Schwarz.

Present: President Karen Schwarz, Vice President Ron Galatolo, Secretary Patricia Miljanich, Treasurer Kathy Blackwood, Director Richard Holober, Director Dave Mandelkern

Approval of Minutes of the December 6, 2012 meeting

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

Naming of Officers for 2014

President Schwarz said that in accordance with the bylaws of the Financing Corporation, the officers for 2014 will be:

President – Board of Trustees President Schwarz
 Vice President – District Chancellor Ron Galatolo
 Secretary – Board of Trustees Vice President-Clerk Miljanich
 Treasurer – District Executive Vice Chancellor Blackwood

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

President Schwarz announced that the next scheduled meeting of the Financing Corporation will be held on December 10, 2014.

It was moved by Secretary Miljanich and seconded by Director Holober to adjourn the meeting. The meeting was adjourned at 10:27 p.m.

RECESS TO CLOSED SESSION OF BOARD OF TRUSTEES

President Schwarz announced that during Closed Session, the Board will consider the personnel items listed as 1A, 1B, 1C and 1D on the printed agenda.

The Board recessed to Closed Session at 10:45 p.m. and reconvened to Open Session at 11:05 p.m.

CLOSED SESSION ACTIONS TAKEN

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

ADJOURNMENT

It was moved by Trustee Holober and seconded by Trustee Mohr to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 11:06 p.m. in memory of Nelson Mandela.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the January 8, 2014 meeting.

Patricia Miljanich
Vice President-Clerk