

**Minutes of the Regular Meeting of the Board of Trustees  
San Mateo County Community College District  
October 24, 2018, San Mateo, CA**

**The meeting was called to order at 5:00 p.m.**

**Board Members Present:** President Richard Holober, Vice President Maurice Goodman (via telephone), Trustee Dave Mandelkern, Trustee Thomas Mohr, Trustee Karen Schwarz

**ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION**

President Holober said that during closed session, the Board will (1) hold a conference with legal counsel regarding five cases of existing litigation and one case of anticipated litigation as listed on the printed agenda, (2) hold a conference with real property negotiator as listed on the printed agenda, (3) consider employee discipline, dismissal, release, and (4) consider ratification of confidential District warrants.

**STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY**

None

**RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 5:00 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 6:10 p.m.

**Board Members Present:** President Richard Holober, Trustee Dave Mandelkern, Trustee Thomas Mohr, Trustee Karen Schwarz, Student Trustee Gabriela Topete Eng Goon

**Others Present:** Chancellor Ron Galatolo, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College President Jamillah Moore, District Academic Senate President Leigh Anne Shaw

**PLEDGE OF ALLEGIENCE**

**REPORT OF ACTION TAKEN DURING CLOSED SESSION**

President Holober said the Board will return to closed session following the general public session. Following the conclusion of the second part of the closed session, the Board will announce any action taken.

**DISCUSSION OF THE ORDER OF THE AGENDA**

President Holober said there was a request to consider item 18-10-4C, District Equal Employment Opportunity Update, immediately following Statements from the Public on Non-Agenda Items. The Board agreed to the request.

**SWEARING IN OF STUDENT TRUSTEE**

Charlie Bronitsky, City of Foster City Councilmember, and Martha Bronitsky, Chapter 13 Trustee, administered the oath of office to Student Trustee Gabriela Topete Eng Goon. Student Trustee Topete Eng Goon said Charlie and Martha Bronitsky were her host parents when she came to the United States from Mexico.

**PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS: RECOGNITION OF EMPLOYEES WITH ‘ABOVE AND BEYOND’ AWARD (18-10-2C)**

Tom Bauer, Vice Chancellor of Auxiliary Services and Enterprise Operations, said it was his privilege to introduce Diana Thomas, General Manager of the San Mateo Athletic Club (SMAC), and Cassandra King, Lab Technician in the Photography Department at College of San Mateo, who are receiving Above and Beyond Awards from the Board for their “Caps for Cancer” project. He said the awards were established by the Board to recognize employees whose work and achievements go above and beyond the duties of their daily jobs.

Ms. Thomas said that last summer, she brought a large amount of yarn to the College of San Mateo Library Makerspace for the purpose of knitting caps for newborn babies and children undergoing chemotherapy. She connected with Ms. King who was interested in helping with the project. Ms. King said she organized events that were held

during the summer, inviting people to join them in making hats and providing supplies for people who did not bring their own. The project was promoted through the Library, SMAC, the College of San Mateo Community Relations and Marketing Department, and Ms. King's personal social media accounts. They also placed donation bins in the Library and San Mateo Athletic Club. To date, more than 500 hats have been donated by faculty, staff, students and members of the community, including some who had never visited the campus before. Ms. King said the next phase of the project is to make hats and scarves for the homeless population.

President Holober presented the Above and Beyond Awards to Ms. Thomas and Ms. King and thanked them for their work on the Caps for Cancer project.

Trustee Mandelkern asked who provides the yarn that is used by individuals participating in the project. Ms. Thomas said some of the yarn comes from her personal collection and that of Ms. King. She said SMAC and the Library also donate supplies, along with donations from members of the community.

Trustee Mohr asked Ms. Thomas to inform the Board about other efforts in which she is engaged to help individuals who are victims of cancer. Ms. Thomas said that every year SMAC hosts "SMAC Out Cancer" with Swim Across America. All of the money raised goes directly to doctors who are selected in hospitals across the United States. Most recently, two of the doctors supported by the program were awarded the Nobel Prize in Medicine. Swim Across America was the first non-profit entity to be credited by Merck Pharmaceuticals for helping bring a drug to market, with the cancer treatment drug Keytruda®. Ms. Thomas said SMAC trainers also work with people going through chemotherapy to help with side effects and to help them remain productive and active through the duration of treatment.

Trustee Schwarz noted that Executive Vice Chancellor Blackwood also donates things that she knits. She said she is happy that Chancellor Galatolo informed the Board of the Caps for Cancer project and said the Board likes to hear about positive things that are occurring on the campuses. She thanked Ms. Thomas and Ms. King for initiating and sustaining this project and thanked Ms. Thomas for SMAC's involvement in other programs. Ms. Thomas said SMAC sees itself as part of the fabric of the community and participates in food drives, toy drives and coat drives as well as other activities.

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

Chancellor Galatolo said the District plans to issue bonds later this month and as part of that process, the District received a ratings update. Both Standard & Poor's and Moody's gave the District a AAA rating, the highest achievable. In addition, the District remains the most highly rated community college district in the state.

Cañada College President Moore said more than 230 people attended the inaugural President's Luncheon at the Hiller Aviation Museum on October 23 and more than \$40,000 was raised for scholarships. She said this could not have been done without the extraordinary group at Cañada College and without the support from the Chancellor and the Board.

Mondana Bathai, President of the Associated Students of College of San Mateo (ASCSM), said a diverse group of students serve as officers and senators of ASCSM, with different ethnicities, religions and walks of life. She said the goals for 2018-19 are:

- Utilize our voices to promote the diversity, equity and empowerment of all students.
- Ensure effective promotion and execution of ASCSM outreach and events.
- Enhance communication among members of the Senate and Boards.
- Provide greater support and assistance to clubs in planning, executing and promoting events.
- Explore and implement ways to enhance Senate cohesion.

Ms. Bathai said ASCSM events have included Welcome Week; Unite for Positivity, in partnership with Active Minds and Personal Wellness Counseling; Grab and Go Initiative, in partnership with SparkPoint, the Year One Program and the Bookstore; Grab and Go awareness event; work with the Child Development Center; and a voter registration event. Upcoming events and current projects include Movie Night, hosted by the Cultural Awareness Board; Get out the Vote event, hosted by the Advisory Board; Halloween event, hosted by the Programming Board; a Fall Harvest event' Relaxation Week; and work on the issue of transportation, including the possibility of a shuttle service for the College.

President Holober thanked Ms. Bathai for her excellent presentation. Trustee Mandelkern asked where a potential shuttle to the College would originate. Ms. Bathai said a taskforce is currently studying the data to determine need. President Claire said the taskforce is composed of College-wide constituents who are pleased to work with students. Chancellor Galatolo said students have also inquired about having a shuttle that would transport students among the three Colleges.

**BOARD SERIES PRESENTATION – CAÑADA COLLEGE’S STEM ACADEMY: A GUIDED PATHWAYS PILOT (18-10-3C)**

Char Perlas, Interim Vice President of Student Service at Cañada College, introduced presenters Carol Rhodes, Professor of Biology, and Georganne Morin, Project Director at the STEM Center. Ms. Morin said the dedicated STEM Center is the hub for all STEM activities at the College and supports the Guided Pathways initiative. She said the State Chancellor’s Office identified four pillars of Guided Pathways:

1. Create clear curricular pathways to employment and further education. Ms. Morin said the First Year STEM Pathways and first year cohort support this pillar. Students are guided in registering for foundational STEM classes and are steered to relevant College resources. Cohorts are created to promote interconnectedness.
2. Help students choose and enter their pathway. Ms. Morin said the STEM Explorers, a summer boot camp program, supports this pillar. Students come to campus for a five-day program and participate in hands-on STEM workshops, meet with STEM counselors, and are introduced to on-campus support services. The STEM Speakers Series also supports this pillar, providing seven to eight weekly sessions with speakers of diverse backgrounds and pathways.
3. Help students stay on their path. Ms. Morin said this pillar is supported in a variety of ways, including dedicated STEM counseling; retention activities such as early alerts, “Ask Me Anything,” and drop in hours; STEM-centered university visits; opportunities to attend and present at conferences; and participation in STEM clubs.
4. Ensure that learning is happening with intentional outcomes. Professor Rhodes discussed faculty involvement that supports this pillar:
  - a. EPIC Supplemental Instruction program and drop-in peer tutoring are offered for key gateway STEM courses. Students in the cohort enroll in English 100 and Math 225 and at the same time take a STEM success course. Underrepresented students have shown a 50% increase in success rates in the gateway math course.
  - b. STEM Faculty Community of Practice. Faculty participate in Faculty Inquiry Groups to examine teaching practices and share outcomes with other Science and Technology faculty. Faculty also participate, jointly with San Francisco State University and California State University, East Bay faculty, in the Faculty Learning Program from the University of California, Berkeley. This is a full-year program. The first semester focuses on examining best practices and the second semester concentrates on peer-to-peer observation.

Professor Rhodes said the STEM Center activities benefit the entire campus. She pointed out that more than 50% of students who participate in activities are not STEM majors and all are welcome. She said some of the programs begin before students arrive on campus. Staff go out to the feeder high schools and work with the College Promise staff to get students enrolled in the summer bridge programs. Professor Rhodes said communication with students about pathways takes place from the beginning of their educational journey at the College and they are aware of exactly what is needed for transfer.

Professor Rhodes highlighted two student success stories. Both of the students transferred to four-year colleges in the University of California System in STEM fields. She said 68 students who graduated last May transferred in STEM majors and the College is keeping in touch with these students.

Trustee Mohr said that personalizing interactions between faculty and students around STEM subjects is a different approach and acknowledges that the way faculty connect with students makes a difference in how students feel about themselves in relation to the pursuit of rigorous subjects. He asked if benchmark data is being kept to determine outcomes. Professor Rhodes said the cohort is being tracked. She said this is the first full year of the STEM Academy and it will be possible to track students who participated in the Explorers program and Math Jam and are enrolled in the student success course.

Trustee Schwarz said she recalls when STEM education was first initiated, with various programs such as Math Jam. She said that with the STEM Academy, everything is brought together in a pathway and this will make a positive difference for students. Professor Rhodes agreed, noting that being part of Guided Pathways with a logical sequence is advantageous to students.

Student Trustee Topete Eng Goon said she is pleased that a returning student was included in the presentation as a success story. She said the emphasis in general seems to be on first time, full-time students and she has heard from students who believe attention should be given to returning students as well. She asked what percentage of students in the STEM program are returning students. Professor Rhodes said she will research this and provide the information.

### **STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

Wayne Lee, Vice Mayor of the City of Millbrae, said he is grateful for the opportunity to speak to the Board about the U.S. Naval Sea Cadet Corps. He introduced Lieutenant Jeffrey Dao and asked him to present information about the Corps. Lt. Dao said the Naval Sea Cadet Corps is a federally chartered non-profit youth training organization for young people ages 10 through 17. It is sponsored by the Navy League of the United States, a non-profit organization, and receives operational support from the U.S. Navy and Coast Guard. Because it is heavily subsidized, cadets have the opportunity to participate in a wide variety of affordable training programs, including scuba diving and sailing, as well as career exploration. There is also a robust international exchange program. Lt. Dao said that through the Corps' advancement system, cadets have opportunities to lead groups of their peers, preparing them to become future leaders. Year-round community service opportunities give them the perspective to become informed and engaged voters.

Lt. Dao said the Corps serves thousands of cadets every year in units around the country as well as in Guam and Puerto Rico, but the Band of West is the only musical band in the Corps. The band rehearses every Saturday morning at the American Legion in Redwood City. Because of real estate development in Redwood City, the American Legion is likely to be demolished and the Corps is grateful to President Moore for extending an invitation to the band to rehearse at Cañada College. Lt. Dao said the band serves as a surrogate for military bands at ceremonial events. In the summer of 2017, six cadets qualified for a week-long embed with professional musicians in the Pacific Fleet Band based in Pearl Harbor. The band showed such maturity and skill that they were invited to perform alongside the Pacific Fleet Band for the commissioning ceremony for the USS John Finn guided-missile destroyer. Lt. Dao said that the Cadet Corps also provides a color guard for events, including the City of Millbrae's 9/11 Ceremony and the Military Academy Night hosted by Congresswoman Jackie Speier.

Lt. Dao said another part of the Corps' mission is supporting veterans. The band regularly performs at veterans facilities around the Bay Area, usually around the holidays. After the performances, the cadets mingle and interact with the veterans.

Lt. Dao said the Cadet Corps would like to make its services available, as a band and/or color guard, to the community colleges to enrich activities taking place on the campuses. He said most of the local cadets go on to four-year institutions or community colleges. Cadets have attended all of the District's Colleges, as well as the Middle College programs, and are currently enrolled at two of the Colleges.

Trustee Mohr said he has heard the band play a number of times at Military Academy Nights and said they play at a very high level.

Trustee Mandelkern said he had the pleasure of listening to the band play at a tribute to support the Navy Seal Foundation in Half Moon Bay. He said the band is excellent and the cadets are also very well-spoken. Trustee Mandelkern said there has been discussion at the national level about inclusion in the military, particularly with regard to the ability of transgender individuals to enlist in the armed forces. He asked if the Sea Cadet Corps has any limitations on membership. Lt. Dao said the Corps is proud to be inclusive and everyone is welcome as long as they meet the age requirement. He said there is also a physical requirement but this is waived for individuals with physical disabilities.

Student Trustee Topete Eng Goon said her husband is a Navy veteran who attends College of San Mateo. She said she would like to see the Band of the West come to the colleges to play and to also interact with student veterans. Lt. Dao said the Corps would welcome this interaction. He said the band performed a half-time show when the Wounded Warriors football game was played at College of San Mateo.

President Holober said the Naval Sea Cadet Corps is impressive and he thanked Mayor Lee and Lt. Dao for the wonderful work they do.

**INFORMATION REPORT: DISTRICT EQUAL EMPLOYMENT OPPORTUNITY UPDATE (18-10-4C)**

David Feune, Director of Human Resources, discussed the work being done by the Districtwide EEO Advisory Committee. The Committee assists in promoting an understanding and support of equal opportunity and nondiscrimination policies and procedures. The seven-member Committee meets on a quarterly basis. Discussions that take place at Committee meetings focus on training, activities and programs that connect with the District's Strategic Plan, emphasizing the concept of "Students First." The Committee is committed to helping provide a learning environment for students that promotes equity, student success and social justice. The Committee works to cultivate an inclusive workplace for the District's workforce by building awareness, knowledge and skills necessary to create inclusive spaces which can be achieved through education and will benefit students. In addition, the Committee is making efforts to ensure that the people it hires understand that the Board and District are committed to being a Students First institution. The Committee is also working on having the workforce represent the student population. Accordingly, the job descriptions now include equity language, student data and links to the District Strategic Plan. The Committee is reviewing the interview process, including interview questions, teaching demonstrations and skills assessments.

Mr. Feune said two programs will be highlighted during the presentation: Diversity Project Grants and the Faculty Diversity Internship Program.

Diversity Project Grants

Mr. Feune said the program was launched in spring 2018 to support projects that advance the goals of valuing and promoting of diversity in the District. The EEO Advisory Committee received 16 applications for funding and awarded four grants:

1. HBCU (Historically Black Colleges and Universities) Leadership Experiential Immersion  
Tabitha Conaway, Instructional Aide II at the Learning Center at College of San Mateo, said she and Gwen Kenny, EOPS Program Services Coordinator, received the maximum award of \$7,500. The goal is to take 21 students to Atlanta to visit Clark Atlanta University, Morehouse College, Morehouse College School of Medicine, and Fort Valley State University, as well to take a civil rights tour. Students who apply will submit an essay on why they are interested in attending an HBCU college, along with transcripts and faculty evaluations. Students who are successful will share their experiences upon their return. The total cost of the project is \$21,000. With the help of the grant and assistance with fundraising by Associated Students Life at Cañada College and Skyline College, the project is almost fully funded.
2. Bringing Mental Health Awareness Event to Campus  
Makiko Ueda, Psychologist in Personal Counseling and Wellness Services at College of San Mateo, said approximately 1,000 students are lost to suicide each year in the United States. She said that on October 3, there was a presentation by Joshua Rivedal, whose one-man Broadway show dealt with losing two families to suicide and his own struggle with depression. The presentation educates the audience about how to recognize the warning signs of suicide and how to help friends and classmates when warning signs are observed. The presentation was followed by a panel discussion. More than 80 students attended the event and 93% rated it excellent.  
  
Gil Perez, full-time Year One Counselor, part-time Counselor in Personal Counseling and Wellness Services and Coordinator of the Mental Health Peer Educators Program at College of San Mateo, said he serves as advisor to the Active Minds Club on campus. The national Active Minds organization's "Send Silence Packing" exhibit will be at College of San Mateo on April 10. The exhibit features backpacks that have been donated by families of suicide victims. The goal is to help end the silence around suicide, promote positive dialogue around mental health issues and the impact suicide has on individuals, and connect people with mental health resources.
3. Student Leadership and Equity Summit  
Michael Stokes, TRiO Director at Skyline College, said he and some of his colleagues recognized the need for professional development opportunities for student employees and student leaders at the Colleges. The project will connect students from the three Colleges and will have three components:

- a. A Student Leadership and Equity Summit will be held on the afternoon of November 30. Speakers will address topics such as cultural competence, social responsibility, communication skills and leadership skills.
  - b. Two follow-up academies will be held in February and March at which students will explore each area more deeply.
  - c. A culminating project will take place during Inclusivity Week in April. Students will present a program, event or activity that displays what they have learned and what they are committing to do.
4. The fourth grant was awarded to Lezlee Ware, Professor of Political Science at Cañada College, for the “Undoing Bias in Online Classes” project.

#### Faculty Internship Program

James Carranza, Dean of Humanities and Social Sciences at Cañada College, said this is the second year of the Faculty Internship Program. He said last year was a year of planning and this is a year of implementation. Through the program, six teams of graduate students from major universities in the area (San Francisco State University, San Jose State University, UC Santa Cruz, CSU East Bay, with Stanford University joining in spring 2019) come to the three campuses to shadow with current faculty across disciplines. The goal of the program is to help increase diversity in hiring. Teams are trained as part of the program.

Jessica Marshall, Professor of Anthropology at Cañada College, said that for fall 2018, six faculty members from the three Colleges have been matched with interns from a variety of disciplines and universities. There is a pool of interested faculty and interns who have not yet been matched. Program staff are reaching out to the universities to identify additional graduate students who are interested in teaching at a community college.

Trustee Mohr said the program reflects outstanding and impressive work. He said he supports the idea of helping people learn to be student centered in their teaching.

#### NEW BUSINESS

##### **APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (18-10-2A)**

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the items in board report 18-10-2A. The motion carried, all members present voting Aye.

##### **APPROVAL OF CONSENT AGENDA**

President Holober said the consent agenda consists of board reports 18-10-1CA through 18-10-3CA as listed on the printed agenda. He said that Skyline College President Stanback Stroud asked that item 18-10-3CA be removed from the consent agenda for discussion. It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve items 18-10-1CA and 18-10-2CA. The motion carried, all members present voting Aye.

##### **ACCEPTANCE OF GRANT FUNDS FROM THE U.S. DEPARTMENT OF EDUCATION, TITLE V, IN SUPPORT OF HISPANIC-SERVING INSTITUTIONS FOR STRENGTHENING PATHWAYS TO SUCCESS IN STEM (SP2S) (18-10-3CA)**

It was moved by Trustee Mohr and seconded by Trustee Mandelkern to accept the grant funds. Ray Hernandez, Dean of Science/Math/Technology at Skyline College, said the \$3.7 million grant will fund a project that will serve all students, with a focus on Hispanic and low-income students. Nick Langhoff, Professor of Engineering, said the project will support a variety of activities around STEM, largely centered on the upcoming STEM Center which will include a STEM counselor, a retention specialist, instructional aides, embedded tutoring, new classroom technology, university visits, and enhancement of the Math Jam program. Curricular improvements in Engineering and Computer Science, along with other gateway STEM courses such as Physics, Math and Chemistry, are being considered. There are plans to offer two-week Introduction to Research internships for 25 students for each of the five years of the grant. There is also a proposal to develop a transfer bridge program with San Francisco State University for Skyline College Engineering students, with support from both institutions.

Trustee Mohr congratulated Dean Hernandez and Professor Langhoff on receiving the grant. Professor Langhoff said it was a very competitive process. Trustee Schwarz congratulated Dean Hernandez and Professor Langhoff and said she

noticed similarities between this program and the work being done at Cañada College that was presented earlier in the meeting. Professor Langhoff said the team has learned a great deal from Cañada College. Dean Hernandez added that there is synergy among the three colleges. President Claire added that the majority of STEM majors in the UC System are community college graduates.

**APPROVAL OF CAÑADA COLLEGE EDUCATIONAL MASTER PLAN (18-10-1B)**

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the Educational Master Plan. The motion carried, all members present voting Aye.

**APPROVAL OF MODIFICATIONS TO SKYLINE COLLEGE, COLLEGE OF SAN MATEO AND CAÑADA COLLEGE MISSION STATEMENTS (18-10-2B)**

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the modifications. Trustee Mandelkern said it would have been helpful to see tracked changes, allowing the Board to see which changes were made to the original documents. Trustee Mandelkern also noted that while he was aware that Cañada College is designated as a Hispanic Service Institution, he was not aware that College of San Mateo also has the designation. After these comments, and with the understanding that two minor typographical errors will be corrected, the motion carried, all members present voting Aye.

**APPROVAL OF SAN MATEO ATHLETIC CLUB FEE AND PLAN REVISIONS (18-10-100B)**

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the fee and plan revisions. Trustee Mandelkern said that in general, he believes the case for the increase in fees is reasonable. However, he is concerned about the differential between faculty/staff fees and student fees. Currently, the student fees are equal to or less than the faculty/staff fees, but under the proposal the faculty/staff fees would be less than the student fees. Given the District's focus on being student centered, Trustee Mandelkern said it seems odd to charge students more than faculty/staff. Tom Bauer, Vice Chancellor of Auxiliary Services and Enterprise Operations, said student fees have not changed during the eight years that the San Mateo Athletic Club has been open. He said the transitory nature of student memberships causes the cost to be significantly more than it is for other groups. He said the direction from Chancellor Galatolo has been to continue to reduce fees for faculty and staff in order to invest in their health and wellness. Trustee Mandelkern thanked Vice Chancellor Bauer for his comments but said he is still not comfortable with the differential. Student Trustee Topete Eng Goon said she understands that it appears as though faculty and staff are being favored. However, she said she knows this is not the intent and she believes that the student rate of \$35 per month is reasonable.

Chancellor Galatolo said students have the opportunity to have access to the Athletic Club by enrolling in a class for \$46 per semester. He said the \$35 per month rate is for those students who elect to become Club members. Trustee Mandelkern said the same argument would apply to community members or faculty and staff who enroll in a class. Additionally, he said there are reduced rates for faculty and staff during non-prime time but there are no comparable reductions for students. Student Trustee Topete Eng Goon said international students and out-of-state students would not benefit by enrolling in a class in the same way other students benefit because their tuition cost is higher. However, she said she believes their rates would still be affordable.

Trustee Schwarz said the emphasis from the beginning has been promoting health and wellness for faculty and staff, with the understanding that students' needs are met when they enroll in a class. She said she is comfortable with the proposal.

After this discussion, the motion carried, with Trustees Holober, Mohr and Schwarz voting Aye and Trustee Mandelkern voting No. Student Trustee Topete Eng Goon cast an advisory vote of Aye.

**APPROVAL OF CONTRACT AWARD FOR COLLEGE OF SAN MATEO BUILDING 17, LEARNING COMMUNITIES MODERNIZATION PROJECT (18-10-101B)**

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the contract. Trustee Schwarz asked for an explanation of the meaning of "key personnel" which is listed as an evaluation criterion for scoring proposals. José Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations, said staff looks at the project manager, superintendent, project engineer and other staff of the company that proposes to work on a specific project. They are rated on previous experience, e.g. whether they have experience with the Division of the State Architect, have worked at an educational institution, have worked on an occupied campus, etc.

Trustee Mandelkern asked if this is the first project for which the District has used the lease-leaseback delivery method. Vice Chancellor Nuñez said it is.

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

**RATIFICATION OF AMENDMENT TO CONTRACT WITH MOSAIC TRANSPORTATION FOR CAÑADA COLLEGE SHUTTLE SERVICE (18-10-102B)**

It was moved by Trustee Schwarz and seconded by Trustee Mohr to ratify the amendment to the contract. Trustee Mandelkern said a request to double the amount of a contract award would normally be troubling, but in this case he is enthusiastic about the response from students which indicates that the shuttle service is fulfilling an important need.

Chancellor Galatolo said the shuttle predominantly serves students from East Palo Alto but other areas could use support as well, such as North Fair Oaks, East Menlo Park, and possibly Sequoia Station.

Trustee Schwarz asked how the Cañada College shuttle service compares with that of Skyline College. Chancellor Galatolo said the Skyline College shuttle truly addresses the “last mile” issue as students had no way to get to the College from the Daly City BART station. He said students can get to Cañada College from East Palo Alto but a round trip takes approximately four hours. He said the Cañada College shuttle service improves this time considerably and has been incredibly popular.

Student Trustee Topete Eng Goon said comments from Cañada College students indicate that they are happy with the shuttle service but see the pickup location as a drawback. She said the pickup location is somewhat hidden away and some students have to use Uber to get to it. Chancellor Galatolo said this is useful information and staff would be open to discussing moving the pickup spot to a better location.

Trustee Mohr asked how many students currently use the shuttle service. President Moore said close to 100 students per day use the service. Trustee Mohr asked what the additional funding that is requested would cover. President Moore said it will cover a larger vehicle and additional run times for the pilot shuttle service. She said the College would like to further expand the service in terms of increasing space and expanding stops, as well as further solidifying the College’s partnership with JobTrain. She said grant funding will be sought after the College is able to provide data on the utilization of the shuttle. Trustee Mandelkern recalled that the Skyline College shuttle service received initial grant funding from the San Mateo County Transportation Authority that did not require data on an existing shuttle service. President Moore said Cañada College will look for any and all opportunities to get grant funding. She said she appreciates the Innovation money that was granted to begin the process.

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

**APPROVAL OF SOLE SOURCE SERVICES AGREEMENT BETWEEN SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT AND BAY AREA BIOTECHNOLOGY EDUCATION COMMUNITY (BABEC) (18-10-103B)**

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the agreement. The motion carried, all members present voting Aye.

**COMMUNICATIONS**

None

**STATEMENTS FROM BOARD MEMBERS**

Trustee Mohr said he attended the San Mateo County School Boards Association’s Legislative Forum, at which he and Vice President Goodman had an opportunity to talk with legislators about community college issues. He also attended an event honoring County Superintendent of Schools Anne Campbell, who will be retiring at the end of the year.

Trustee Mohr said he read an interesting article in EdSource about the California State University System’s graduation rates. The article stated:

“Among students who entered a Cal State campus as freshmen, those who finished within four years rose from 22.6 percent last year to 25.4 percent this year, according to preliminary statistics. And the rate of those freshmen who graduated within six years or less rose from 59.2 percent to 61.1 percent.

“Transfer students showed improvements too, with those who finished in two years up from 35.1 percent last year to 37.6 percent this year. The four-year graduation rate for transfers rose from 75.3 percent to 77 percent.”

Trustee Mohr said it is interesting to note that these completion rates are not very different from the District’s current completion rates.

Trustee Mohr reported on a study that analyzed data from 151,541 students taking their first introductory courses between 2004 and 2015 at an unnamed system with 23 community colleges. The researcher found that “while the overall course withdrawal rate was 11.4 percent for intro classes taught by full-time instructors, it was 10.6 percent in the classes taught by adjuncts. And those courses taught by adjuncts had an average grade of 2.71 compared to 2.44 for those taught by tenured faculty.” The researcher explained that this difference is nearly equivalent to the difference between an A- and a B+.

The researcher also reported that “Positive links disappeared, however, when it came to subsequent course enrollment and success within a particular field of study. Students who had greater exposure to adjuncts in a given field of study had a lower probability of attempting additional courses in the same field (39 percent vs. 45 percent).”

Among those who enrolled in another course in the same subject, the researcher found that “those students were less likely to pass the next course — if taught by an adjunct instructor — by five percentage points (78 percent vs. 83 percent). Among students who did enroll in another class, adjunct instructors had a negative impact on their likelihood of passing the next class by three percentage points. The negatives associated with the use of the part-time adjuncts was particularly acute in STEM and health fields.”

Professor Rhodes asked if a possible explanation for the differences was offered in the article. Trustee Mohr said it was not. Professor Rhodes said one explanation she has heard is that adjuncts are more generous with grades because they are trying to get better student evaluation reports. She said she does not know if this explanation has any validity. Trustee Mandelkern said he also has heard this explanation. In terms of persistence, he said one argument is that full-time faculty are more involved in getting students to continue their studies because they are around students more, have longer office hours, etc.

Student Trustee Topete Eng Goon said she is pleased to be a member of the Board and is excited for the opportunity to work with everyone. She said the District Student Council met on October 19 and is planning to have broader conversations on transportation, housing and food insecurity. She said they are discussing the shuttles at Cañada College and Skyline College, as well as a potential shuttle service at College of San Mateo. She said students believe it could be beneficial to also have a shuttle service that runs among the three Colleges.

Trustee Mandelkern said he attended the Skyline College kickoff meeting for the President’s Breakfast, which will be held on March 21, 2019. Along with President Holober and Trustee Schwarz, he also attended the Cañada College inaugural President’s Scholarship Luncheon. He said it was an outstanding event. He said the student presentations – by a Fashion Design student, two students who were invited to show their film at the Cannes Film Festival, and a student whose goal is to earn a Ph.D. in Math – were inspiring. Trustee Mandelkern congratulated and welcomed Student Trustee Topete Eng Goon. He said he would like to hear more about her background. Trustee Mandelkern urged everyone to vote in the November 6 general election.

Trustee Schwarz welcomed Student Trustee Topete Eng Goon to the Board and said she, too, would like to know more about her. She said she is very impressed that Student Trustee Topete Eng Goon has already brought the student perspective to the Board. Trustee Schwarz said she was impressed with the number of community members who attended the Cañada College President’s Scholarship Luncheon and said she looks forward to the next luncheon. Trustee Mohr said he was sorry that he could not attend the luncheon. He said Mildred Swann, a community and school leader in San Mateo County, passed away and he was asked to be a speaker at her memorial service which took place on the same day. He said Ms. Swann was a remarkable woman who could talk to high school students and their families with total command and respect. President Holober noted that she was the mother of Lynn Swann, who played football at Serra High School and later was a professional football player.

Trustee Schwarz said she saw on social media that Trustee Mohr welcomed Congresswoman Jackie Speier when she held a meeting at Skyline College on airport noise. Trustee Mohr said this is a major issue.

In response to comments by Trustees Mandelkern and Schwarz, Student Trustee Topete Eng Goon provided information on her background. She said her home campus is College of San Mateo. She is an English and Computer Science major and wants to do research on digital publishing and interactive fiction. She is married to a wonderful man who is a veteran and who she met in the Student Senate at College of San Mateo. Student Trustee Topete Eng Goon said she is originally from Mexico and moved to the

United States four years ago. She lived with the Bronitskys for one year and also had great support from Rotary Clubs in the area. She said it was difficult to get used to speaking English on a full-time basis.

Student Trustee Topete Eng Goon said she is waiting for her green card and will not transfer until she receives it. She said the current administration does not provide a welcoming environment for immigrants and she struggles with this. She said she is grateful to the District for being very understanding about what she is going through.

President Holober congratulated Student Trustee Topete Eng Goon and said he looks forward to working with her.

President Holober said there was a request to consider holding one Board meeting in November instead of two meetings. He said a study session is currently scheduled for November 14 and a regular meeting for November 28. He asked Chancellor Galatolo if business items can be covered in one meeting and Chancellor Galatolo said they can. After discussion, it was decided that the Board will hold only one meeting and that will be a regular meeting on November 14.

#### **ADJOURNMENT OF REGULAR MEETING**

President Holober said the Board will resume its closed session to continue considering the items previously announced as closed session topics. The regular meeting was adjourned by consensus at 8:40 p.m.

#### **RECESS TO CLOSED SESSION**

The Board recessed to closed session at 8:45 p.m.

#### **RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 10:00 p.m.

#### **REPORT OF ACTION TAKEN DURING CLOSED SESSION**

President Holober said that during closed session, the Board voted unanimously to authorize the Chancellor or his designee to execute a settlement agreement signed by the opposing party in the case of *Garza v. Skyline College and San Mateo County Community College District*, Case No. 3:18-cv-01463. The terms of the agreement include that the plaintiff will release all claims against Skyline College and the District in exchange for payment of \$50,000, with no admission of liability by defendants and with both parties bearing their own costs and fees. President Holober said the Board also ratified confidential District warrants as presented.

#### **ADJOURNED**

The meeting was adjourned by consensus at 10:03 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the November 14, 2018 meeting.

Maurice Goodman  
Vice President-Clerk