

**Minutes of the Regular Meeting of the Board of Trustees  
San Mateo County Community College District  
December 12, 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, Trustee Dave Mandelkern, Trustee Thomas A. Nuris, 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 four cases of existing litigation and one case of anticipated litigation as listed on the printed agenda and (2) consider employee discipline, dismissal, release.

**PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY:** None

**RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 5:01 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 6:00 p.m.

**Board Members Present:** President Richard Holober, Vice President Maurice Goodman, Trustee Dave Mandelkern, Trustee Thomas A. Nuris, Trustee Karen Schwarz

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

**PLEDGE OF ALLEGIENCE**

**DISCUSSION OF THE ORDER OF THE AGENDA**

President Holober said there was a request from staff to remove the following items from the agenda:

Public Hearing on Certification of Final Subsequent Environmental Impact Report (SEIR) Mitigation Monitoring and Reporting Program (MMRP) for College of San Mateo Building 20 Demolition Project (18-12-101B)

Adoption of Resolution No. 18-30 Certifying the Final Subsequent Environmental Impact Report for College of San Mateo Building 20 Demolition Project, and Adoption of Resolution No. 18-31 Accepting and Adopting the CEQA Findings of Fact and Mitigation Monitoring and Reporting Plan, and Approving the College of San Mateo Building 20 Demolition Project (18-12-102B)

The Board agreed to remove the items from the agenda.

**ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION**

President Holober announced that the Board took no reportable action during closed session.

**SWEARING IN OF RE-ELECTED AND NEWLY ELECTED TRUSTEES**

**Swearing In of Newly Elected Trustee: Thomas A. Nuris**

Dr. Floyd Gonella conducted the swearing in ceremony for Trustee Nuris. Dr. Gonella said he has known Trustee Nuris for many years, as an outstanding student leader at Serramonte High School, through law school, as a member of the Bar, and as a member of the Board of Trustees of the Jefferson Union High School District for 33 years.

Trustee Nuris said he was 15 years old when he met Dr. Gonella. He said they have worked together for many years, during which time Dr. Gonella was Superintendent of the Jefferson Union High School District and later San Mateo County Superintendent of Schools. Trustee Nuris said people still call on Dr. Gonella for advice because of his wealth of

knowledge and experience. Trustee Nuris introduced Dr. Gonella's wife, Margaret Taylor, who is the former Director of the San Mateo County Health Department.

Trustee Nuris introduced his wife, Liberty, and son Matthew. He said his other two sons, both of whom attended Skyline College, were working and unable to attend the meeting. Trustee Nuris thanked the Board and others for their support and said he will do his best as a trustee.

President Holober welcomed Trustee Nuris. He said he is impressed with Trustee Nuris' acumen, knowledge and experience.

Vice President Goodman congratulated Trustee Nuris and said he looks forward to working with him. He said he believes the North County is well represented.

Trustee Schwarz welcomed Trustee Nuris and said it is a pleasure to reconnect with him. She said it was also a pleasure to see Dr. Gonella, with whom she worked when she was a board member on the San Mateo County Board of Education.

Trustee Mandelkern welcomed Trustee Nuris and said he looks forward to working with him during the coming years.

Student Trustee Topete Eng Goon said she looks forward to working with Trustee Nuris and thanked him for his service to students.

#### Swearing In of Re-Elected Trustee: Richard Holober

The swearing in ceremony for President Holober was conducted by AFT President Paul Rueckhaus, CSEA President Annette Perot and AFSCME President John Cuevas. President Holober thanked Executive Assistant Ginny Brooks for another year of work and thanked his fellow Board members for working together on some difficult issues during the past year. He introduced and welcomed Wayne Lee, Mayor of Millbrae.

President Holober said the election season was long and exhausting. He thanked the voters who voted for him and said he appreciates their confidence in him. He also thanked the voters who did not vote for him for participating in the political system and casting the votes they believed were appropriate. He said this was a contest he would have preferred to avoid. He noted that a campaign is stressful to anyone who is close to the candidate and he gave special thanks to Sarah Ritthaler.

President Holober said he believes the Board should work for the benefit of students first and foremost. In doing that work, he said he believes the Board honors the values of the community which includes, among other things, economic justice, diversity, equity and opportunities for students, staff, faculty and the community. He said this includes putting resources to work to lift up the standards of the community, including the standards of contractors who do work for the District. President Holober said the Board ultimately reports to the people of San Mateo County and he will try to continue to be collaborative as well as independent. He said he believes leadership is a tightrope walking act and the challenge is to try to navigate it without falling off on one side or the other and to stay true to the straight and narrow course, which for him includes balancing collaboration with all stakeholders as well as recognizing his role as an independent voice of the entire community.

President Holober thanked the three unions for their support. He said there is nothing he cherishes more than having the confidence of employees as manifested through the labor organizations' support of his reelection. He said he was proud to be supported by working families of San Mateo County as manifested through endorsements by the Central Labor Council and the Building Trades Council. He said he was endorsed by 35 local elected officials. He said that while it was a nonpartisan race, he was endorsed by the Democratic Party and was also proud of the endorsement by the Bay Area Municipal Elections Committee which fights for LGBT rights in the political arena. President Holober thanked Valerie Leghorn who worked as his day-to-day staff person and Aryan Keshishian who was his campaign consultant. Trustee Holober said he personally knocked on 3,000 doors, talking with many voters and learning from them. He said volunteers for his campaign knocked on approximately 2,000 additional doors and made approximately 10,000 telephone calls on his behalf.

President Holober said he is excited to continue to serve at a time when the District can do important things for students and the community to promote educational excellence, access, affordability and success. He said the District has done

many great things for students and now has a moment when even more can be done. He outlined some of the issues he wants to continue to pursue:

- Expand the First Year Promise Scholarship Program, which provides free tuition and helps to cover the cost of textbooks and transportation, to provide free tuition for all first year students.
- Continue to move forward with Guided Pathways, a very innovative approach to get students to focus and move quickly toward completion and success.
- Continue to expand professional development opportunities for faculty and staff in order to nurture their great talent and empower them to do even greater things for students.
- Work on restoring labor relations. Start a new chapter with a labor relations environment that includes respect and teamwork. Provide a sense of due process and justice for people who are facing potential disciplinary action and provide an opportunity for them to have their day before an independent arbitrator who can render a final decision.
- Take the opportunity to increase the number of full-time faculty from the ranks of part-time faculty. The District has excellent part-timers but many are racing up and down the Peninsula and to and from the East Bay in order to cobble together a full-time income.
- Work with the labor organizations to make sure that jobs that belong in the bargaining units are not placed outside the bargaining units.
- Do more to address declining enrollment, which is primarily cyclical, based on the economy. Consider being more lenient in terms of some of the cutoff numbers, thereby allowing more classrooms to open and providing opportunities for students to take advantage of the colleges' excellent offerings.

President Holober said he has only the most positive admiration for Tom Mohr. He said former Trustee Mohr brought tremendous value as a trustee, President of Cañada College, and throughout his 50-plus years in education. He said he is happy to serve with Trustee Nuris but would have preferred a different situation; however, the voters have the last word. He said he wishes Tom Mohr all the best.

President Holober said he has always worked hard to strive for consensus and the Board has been able to achieve that most of the time. He said there are times when consensus is not reached but that is the nature of democracy. He said that bringing five Board members together provides a diversity in points of view, experiences and outlooks, and that enriches the District. He said he believes the key is to listen to and hear each other, treat each other with courtesy and respect, keep differences focused on issues and not on any personal invectives, and try as hard as possible to reach accommodations, knowing that there will be occasions when this is not possible.

President Holober said the District is a phenomenal college district and his own family has been one of the tens of thousands of success stories that the District has produced and continues to produce. He said there are many positive things ahead for the District. He said the District will continue to strive and be a model for academic achievement, access and affordability. He said he is eager to continue the work he is doing for the District and for San Mateo County.

Trustee Mandelkern congratulated President Holober and thanked him for leading the Board through a challenging year. He said Trustee Holober led the Board skillfully and always brought the Board together to remain focused on ensuring the success of students.

A brief reception was held to celebrate the swearing in of Trustees Holober and Nuris.

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

President Holober 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 Holober called for nominations for President. It was moved by Trustee Mandelkern and seconded by Trustee Nuris to elect Vice President Goodman to serve as President. There were no other nominations. Trustee Holober announced that Vice President Goodman has been elected President by acclamation. President Goodman then presided over the remainder of the meeting.

President Goodman made the following statement:

"I am deeply grateful for the privilege and trust given to me by my colleagues. I will work diligently to represent this body in a dignified and trustworthy manner. For nearly a decade and a half as an elected official, I have been intentional and unapologetic in the manner in which I express and highlight my blackness. I do so to ensure that we are seen despite

our modest demographics in San Mateo County. I understand the historical nature of my mere presence on the Board and even more to be appointed president. I am deeply humbled. I would like to talk about what this means to my children sitting in the audience and to the countless students who we serve, and who we have served, who have never seen a person of color in this seat – but I won't because we have an opportunity gap in our communities and we have a lot of work to do.

"I would like to talk about all of the strong, resilient black men and women whose shoulders I stand on to be here today, not to downplay the many non-black individuals who have played a substantial role in taking me from being a student to a trustee – but I won't because we have a housing and food insecurity problem in our community. So let's get to work.

"I really want to talk about the love of my life, my soulmate; without her, I wouldn't be here (and I know I definitely wouldn't be matching!) – but I won't because we have some of the highest paid employees in the area and many of them can't make ends meet and have little or no quality of life due to long commutes. We have a lot of work to do.

"I could also talk about the great work we have already done in our district like the Promise, Guided Pathways, the equity work we are doing at all of our colleges, our sports, our great faculty and staff – but I won't because we have numerous students within our district who live in fear because of the national rhetoric and policies that come from Washington, D.C. We have work to do.

"There are so many things I want to say right now to express my gratitude for what this district and our faculty and staff, who are now my friends and my family, have done for me. I will do so over the next year and beyond. Since we are family, I want you to hold me accountable and I, along with my colleagues, will hold the administration and each other accountable, to hold ourselves to the mission and vision of this great district."

President Goodman called for nominations for Vice President-Clerk. It was moved by Trustee Holober to elect Trustee Mandelkern to serve as Vice President-Clerk. Trustee Mandelkern declined the nomination and moved to elect Trustee Schwarz to serve as Vice President-Clerk. The motion was seconded by Trustee Nuris. There were no other nominations. President Goodman announced that Trustee Schwarz has been elected Vice President-Clerk by acclamation. Vice President Schwarz said she looks forward to working with President Goodman during the coming year. She suggested that she accompany President Goodman to attend agenda setting meetings so that the Vice President can be better informed about the items for upcoming Board meetings.

Trustee Holober said he looks forward to serving under the leadership of President Goodman and Vice President Schwarz. He said each brings an added amount of value, perspective, knowledge, life history and commitment to the District and its students.

President Goodman called for nominations for Secretary of the Board. It was moved by Trustee Holober and seconded by Vice President Schwarz to re-elect Chancellor Galatolo to serve as Secretary. There were no other nominations. President Goodman announced that Chancellor Galatolo has been elected Secretary by acclamation.

President Goodman called for nominations for a Representative of the Board to serve on the County Committee on School District Organization. It was moved by Vice President Schwarz and seconded by Trustee Holober to appoint Trustee Mandelkern to serve as Board Representative. President Goodman announced that Trustee Mandelkern has been appointed as the representative by acclamation.

President Goodman called for nominations for representatives of the Board to serve on the Board of Directors of the San Mateo County Community Colleges Foundation for two-year terms. It was moved by Trustee Mandelkern and seconded by Vice President Schwarz to appoint Trustee Holober and Trustee Nuris to serve as Board representatives. President Goodman announced that Trustees Holober and Nuris have been appointed as the representatives by acclamation.

On behalf of the Board, President Goodman presented an award to Trustee Holober in appreciation for his outstanding service as Board President during the past year. He thanked Trustee Holober for his leadership and guidance.

#### **ANNOUNCEMENT**

President Goodman said there was a request to adjourn this meeting in memory of College of San Mateo student, Leuea Loto, who was killed in a tragic shooting incident on Thanksgiving Day. The Board agreed to adjourn the meeting in Mr. Loto's memory.

**MINUTES**

It was moved by Trustee Holober and seconded by Trustee Mandelkern to approve the minutes of the meeting of November 14, 2018. The motion carried, with Trustee Nuris abstaining and all other members voting Aye.

**STATEMENTS FROM EXECUTIVES**

Chancellor Galatolo congratulated President Goodman on his election as Board President. He said he appreciates Vice President Schwarz's suggestion regarding agenda setting as it will create continuity between the two positions. Chancellor Galatolo thanked Trustee Holober for serving as president during a challenging year with many issues, many of which will carry over to the new year. He also congratulated Trustee Holober on his reelection. He gave a warm welcome to Trustee Nuris and said the District will be looking to him for guidance. He said Trustee Nuris is joining a family in one of the most respected districts in the state. He thanked Trustee Nuris for committing time to the Board and the Foundation.

Skyline College President Stanback Stroud congratulated Trustee Holober on his reelection and welcomed Trustee Nuris to the Board. She said she is particularly excited to have representation from the North County. She congratulated President Goodman as he takes on the presidency of the Board. She said it is meaningful for her as an African American woman to see President Goodman sit at the dais. She said it is historic for the District and amazing for the community. President Stanback Stroud introduced Dr. Michael Reiner, the new Director of Guided Pathways at Skyline College.

College of San Mateo President Claire congratulated Trustee Holober on his reelection. He congratulated President Goodman and said he has always enjoyed working with him. He recognized Dr. Sandra Stafani Comerford, Vice President of Instruction, who is retiring.

Cañada College President Moore congratulated Trustee Holober and welcomed Trustee Nuris. She congratulated President Goodman and said she is happy to be part of history. President Moore thanked Chancellor Galatolo and the Board, as well as Vice Chancellor José Nuñez and Director of Public Safety Bill Woods, for the smooth process when the difficult decision was made to close the campuses due to poor air quality. She said this was done as smoothly as possible to make sure that everyone was informed.

Executive Vice Chancellor Blackwood thanked everyone who attended her retirement party. She said next week will be her last week of work but she will return for the upcoming Board retreat.

District Academic Senate President Shaw extended a warm welcome to Trustee Nuris on behalf of the faculty at the three colleges. She congratulated President Goodman and said faculty have great confidence in his leadership. She noted the long standing and positive relationship that faculty have had with Vice President Schwarz. She congratulated Trustee Holober on his reelection. She said she has enjoyed working with Vice President Comerford and wishes her all the best. President Shaw said the Academic Senate had a joint meeting with AFT to discuss expanding professional development opportunities and said they look forward to continue working together.

President Shaw read a resolution in honor of Executive Vice Chancellor Blackwood which was approved by the District Academic Senate on December 10; a copy of the resolution is attached to the minutes.

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

None

**NEW BUSINESS****APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (18-12-1A)**

It was moved by Trustee Holober and seconded by Trustee Mandelkern to approve the actions in the report. The motion carried, all members voting Aye.

**RECEIPT OF DISTRICT'S INITIAL CONTRACT PROPOSAL TO SAN MATEO COMMUNITY COLLEGE FEDERATION OF TEACHERS, LOCAL 1493, AFT, AFL-CIO AND SETTING OF PUBLIC HEARING (18-12-2A)**

It was moved by Vice President Schwarz and seconded by Trustee Nuris to accept receipt of the proposal. The motion carried, all members voting Aye.

**RECEIPT OF SAN MATEO COMMUNITY COLLEGE FEDERATION OF TEACHERS, LOCAL 1493, AFT, AFL-CIO INITIAL CONTRACT PROPOSAL TO THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT AND SETTING OF PUBLIC HEARING (18-12-3A)**

It was moved by Trustee Holober and seconded by Vice President Schwarz to accept receipt of the proposal. The motion carried, all members voting Aye.

**RECEIPT OF DISTRICT'S INITIAL CONTRACT PROPOSAL TO CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 33 AND SETTING OF PUBLIC HEARING (18-12-4A)**

It was moved by Trustee Nuris and seconded by Vice President Schwarz to accept receipt of the proposal. The motion carried, all members voting Aye.

Staff asked that the public hearing date for all four proposals be set for January 23. The Board concurred.

**RECEIPT OF CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 33 INITIAL CONTRACT PROPOSAL TO THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT AND SETTING OF PUBLIC HEARING (18-12-5A)**

It was moved by Trustee Holober and seconded by Trustee Nuris to accept receipt of the proposal. The motion carried, all members voting Aye.

**APPROVAL OF CONSENT AGENDA**

President Goodman said the consent agenda consists of board reports 18-12-1CA through 18-12-4CA as listed on the printed agenda. Student Trustee Topete Eng Goon requested that item 18-12-2CA be removed from the consent agenda for discussion. It was moved by Vice President Schwarz and seconded by Trustee Holober to approve items 1CA, 3CA and 4CA. The motion carried, all members voting Aye.

**ACCEPTANCE OF GRANT FROM THE SAGA FOUNDATION TO CAÑADA COLLEGE (18-12-2CA)**

It was moved by Trustee Mandelkern and seconded by Vice President Schwarz to approve the acceptance of the grant. Student Trustee Topete Eng Goon noted that SparkPoint services are currently available to veteran students and asked how the services will be expanded through this grant. President Stanback Stroud said that because resources are limited, the Colleges take advantage of opportunities for categorical funding that is aimed at a specific student population in order to maximize the services available to that group. President Moore added that the additional funds will also allow families of veterans who want to utilize SparkPoint services to do so. After this discussion, the motion carried, all members voting Aye.

**Other Recommendations**

**APPROVAL OF SKYLINE COLLEGE EDUCATION MASTER PLAN (18-12-100B)**

It was moved by Vice President Schwarz and seconded by Trustee Mandelkern to approve the Plan as presented. Vice President Schwarz said the Education Master Plan is impressive and she asked about the process that was undertaken to update it. President Stanback Stroud said Jacquie Honda, Interim Dean of Planning, Research and Institutional Effectiveness, took a leadership role, engaging faculty and staff throughout the campus, as well as the community-at-large to determine their needs. She said the Education Master Plan is tied to the District Strategic Plan, student success metrics and the foundation of equity. Chancellor Galatolo added that the Education Master Plan is integral to the upcoming accreditation visit. After this discussion, the motion carried, all members voting Aye.

**APPROVAL OF CONTRACT AWARDS FOR CONSTITUENT RELATIONSHIP MANAGEMENT (CRM) SOFTWARE AND IMPLEMENTATION SERVICES FOR STUDENT SUCCESS TO APEX IT AND ENROLLMENT RX (18-12-103B)**

It was moved by Trustee Holober and seconded by Trustee Nuris to approve the contract awards as presented. Aaron McVean, Vice Chancellor of Educational Services and Planning, said District Strategic Plan Goal #3 focuses on increasing the use of technology to increase student success and learning. In pursuit of that goal, the District formed a Technology Taskforce in spring 2017. The taskforce had representation from the three campuses and was co-chaired by President Claire and Bruce Griffin, former Chief Technology Officer. The taskforce identified three areas of need: (1) operational efficiency through integrated and transparent business processes, (2) expanded use of data, and (3) greater ease of use for students and employees. In September 2017, the Board approved a contract with Kennedy and Company to assist in developing the RFP that would be used to identify CRM software and implementation services. In March 2018, the District received seven proposals. Over several months, a Districtwide team heard presentations, went through

several rounds of interviews, and narrowed the selection to two vendors. It was determined that the Apex IT/Enrollment Rx solution best suits the District's needs. The ultimate cost of this project will also include Salesforce licensing, the costs of which were not included in the responses to the RFP but are not expected to exceed \$1.8 million over five years. The District is recommending that the Board approve the award and contracts for Implementation Fees and Software licensing to Apex IT and Enrollment Rx. Staff anticipates bringing the Salesforce licensing agreements to the Board in early 2019.

Karrie Mitchell, District Vice President of Planning, Research and Institutional Effectiveness, said a CRM system can be used to help students complete admissions applications and matriculation steps; keep track of current students with a case management approach; allow faculty members to alert counselors about students who are struggling; and provide opportunities to communicate with alumni and workforce partners. The CRM system uses historical and ongoing student data to provide direct resources that are automated and customized to the student. It can benefit recruitment and admissions teams and assist with retention and completion initiatives.

Trustee Mandelkern asked if staff checked with other users of the software to question whether their experience was positive. Vice Chancellor McVean said staff checked with other users who reported a major increase in efficiency.

Student Trustee Topete Eng Goon asked how much training will be needed and if the cost of the project includes training. Vice President Mitchell said part of the implementation cost includes a training component and work is proceeding on an onboarding process for new employees.

Trustee Nuris asked how the success of the program will be assessed in order to determine whether it is providing a benefit. Vice President Mitchell said the Strategic Plan metrics dealing with retention, persistence and completion will be measured. She said other institutions using the CRM system have seen increases in these numbers and the District expects to see the same.

After this discussion, the motion to approve the award and contracts for Implementation Fees and Software licensing to Apex IT and Enrollment Rx carried, all members voting Aye.

**APPROVAL OF CONTRACT AWARD FOR SKYLINE COLLEGE FITNESS PARKLAND AND ACCESSIBLE ROUTE TO COLLEGE RIDGE PROJECT (18-12-104B)**

It was moved by Vice President Schwarz and seconded by Trustee Holober to approve the contract award as presented. Trustee Holober asked if the project is covered by the District's Project Labor Agreement. Chris Strugar-Fritsch, Director of Capital Projects, said it is. The motion carried, all members voting Aye.

**AUTHORIZATION TO AUGMENT THE DESIGN-BUILD CONTRACT FOR CAÑADA COLLEGE BUILDING 1N, NEW KINESIOLOGY AND WELLNESS/AQUATICS CENTER (18-12-105B)**

It was moved by Trustee Nuris and seconded by Vice President Schwarz to approve the contract augmentation as presented. Trustee Holober asked if the project is covered by the District's Project Labor Agreement. Mr. Strugar-Fritsch said it is. Trustee Holober said he recalls that at some point he voted against an earlier proposal with a cost of approximately \$88 million because he believes in the need to be forthright with the voters of San Mateo County and this project, which absorbs a huge amount of the bond funds that voters approved, was not on the list of voter approved projects. He said that while he realizes that the District is perfectly within its rights to use generic language to the effect of "and other projects as we may choose," he does not feel comfortable with not itemizing a large project that he believes was known about from the beginning. Trustee Holober said he is now in a dilemma because the work is going to be done and he wants it to be done right. He said the initial decision is in the past and he is pleased that the work will be done under the PLA. He said he will continue to urge his colleagues to staff the facilities that are for the public to the maximum degree with District employees rather than contracting out to a management company which may in turn contract out to a janitorial company. He said he will continue to press for looking very closely at what the Board can do to augment the number of jobs at the athletic club for District employees.

Trustee Mandelkern said the interior uses of the building seem to have changed somewhat based on this proposal. He said he sees in the proposal information about an aquatic center, studios for dance and yoga, cycling, gymnasium, track, weight training and Enterprise locker rooms and facilities. He said he does not see much mention of lecture classrooms or faculty and staff offices. He asked what percentage of the building will be for classroom instructional use and faculty and staff office use. José Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations, said the entire building is an academic building and part of the utilization will be the Enterprise function. He said there will be one

general lecture classroom and six or seven studios where all Kinesiology trainings will take place. Chancellor Galatolo said the basketball and volleyball courts are NCAA courts for use by existing teams. He said the building will be tri-purpose, similar to the San Mateo Athletic Club: (1) students who take courses as part of their degree or for personal interest will have better facilities to use, (2) student athletes will have better facilities, with one room designated exclusively for them, and (3) with memberships, the District has taken what was a very expensive cost center and turned it into a revenue center, with profits put back into supporting domestic students and expanding courses, not only in physical education, but in the rest of the college as well. Chancellor Galatolo said he believes this project does a considerable amount to advance the interest of students.

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

**APPROVAL OF CONTRACT AWARD FOR SHUTTLE SERVICE TO AND FROM CAÑADA COLLEGE TO TRANSMETRO, INC. (18-12-106B)**

It was moved by Vice President Schwarz and seconded by Trustee Holoher to approve the contract award as presented. The motion carried, all members voting Aye.

**APPROVAL OF REVISIONS TO BOARD POLICIES: 3.20 EVALUATION OF FACULTY; 3.25 WAGES, HOURS AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT; 3.90 POST-RETIREMENT CONTRACT; 8.49 USE OF UNMANNED AERIAL SYSTEMS ON DISTRICT PROPERTY (18-12-107B)**

It was moved by Trustee Holoher and seconded by Trustee Nuris to approve the revisions as presented. The motion carried, all members voting Aye.

**INFORMATION REPORTS**

**PROCESS FOR SELECTING NOMINEES FOR APPOINTMENT TO BOARDS AND COMMITTEES (18-12-1C)**

Trustee Holoher recommended that the District use the model used by cities and some school districts in the County. This would entail the Board of Trustees interviewing and selecting applicants for appointment to the Bond Oversight Committee and Educational Housing Corporation Board of Directors. He said that if needed, a screening process could be used to narrow the number of candidates. Trustee Mandelkern agreed, stating that he believes the Board should undertake a process that ensures transparency in the application and selection process. Trustee Nuris asked if there have been situations where multiple people have wanted to serve or if it can be difficult to find people willing to serve who fit into specific and required categories. Trustee Holoher said it is not possible to know if multiple people might want to serve because an application process has not been in place. President Goodman said the question arose because a member of the community expressed interest in serving when a vacancy occurred but another candidate was recommended to the Board for approval. He said that presenting only one candidate took the choice away from the Board to decide on the appointment in a public manner.

It was agreed that staff will publicize openings and will include the role and responsibilities of the position. They will bring brief biographies and statements of interest to the Board for consideration. Chief of Staff Bailey said he will likely announce the vacancies in January and likely bring the report to the Board in February.

**BOND OVERSIGHT COMMITTEE 2017 ANNUAL REPORT TO THE COMMUNITY (18-12-2C)**

The Board accepted the report.

**DISTRICT FINANCIAL SUMMARY FOR THE QUARTER ENDING SEPTEMBER 30, 2018 (18-12-3C)**

The Board accepted the report. Student Trustee Topete Eng Goon said she is grateful for non-resident students who contribute so much to the District. Chancellor Galatolo said their contribution expands opportunities for domestic students as well.

**FIRST QUARTER REPORT OF AUXILIARY OPERATIONS, 2018-19 (18-12-4C)**

The Board accepted the report.

**COMMUNICATIONS**

None

## **STATEMENTS FROM BOARD MEMBERS**

The Board presented a Resolution of Honor to Executive Vice Chancellor Blackwood, a copy of which is attached to the minutes. Executive Vice Chancellor Blackwood thanked the Board for this honor. She said it has been an honor and privilege to work at the District and to be able to help move forward the wonderful things the District does for students.

Student Topete Eng Goon shared information on military servicemen and servicewomen in honor of Veterans Day which was celebrated last month. She said more than 30 percent of the military is composed of minorities. There are more African American men and women in the military than in the workforce. Eight states offer free college tuition to veterans. More than three in ten (31%) military women are black, including Black Hispanics. This is almost twice the share of active-duty men who are black (16%), as well as more than twice the proportion of civilian women ages 18-44 who are black (15%).

Student Topete Eng Goon said she attended the Student Equity Summit at Skyline College. She said students from all three colleges were in attendance and she applauded the efforts of everyone who worked on the event, particularly Michael Stokes, TRiO Director at Skyline College. She added the President Stanback Stroud gave an inspiring speech at the beginning of the program.

Trustee Mandelkern congratulated President Goodman on his historic and well-deserved election as President of the Board. He said President Goodman has been an outstanding trustee and he looks forward to his leadership in 2019. Trustee Mandelkern congratulated Vice President Schwarz on her election as Vice President-Clerk. He said he has enjoyed working with her for 16 years and thanked her for her leadership. He congratulated Trustee Holober once again on his reelection and Trustee Nuris on his election. He said he looks forward to working with both of them during the coming year.

Trustee Mandelkern said he attended the San Mateo County Labor Council luncheon and appreciated the opportunity to engage with members of the District's bargaining units and people from the building trades. He said he also attended the retirement party for Executive Vice Chancellor Blackwood. He said it is wonderful to have employees who contribute so much but hard to say goodbye to outstanding talent. Trustee Mandelkern complimented Executive Vice Chancellor Blackwood on two items in particular: (1) the transparency and clarity with which she presented the budget to the public so that taxpayers were able to understand the District's finances, and (2) the sense of transparency she brought to the negotiating process, explaining the numbers and then being willing to listen and work collaborative and openly with the bargaining units.

Trustee Mandelkern said there are sometimes questions about why the District focuses on issues of justice, equity and diversity. He said he recently came across an example that exemplifies why this is important. He said it has been reported that facial recognition, which is being used on an increasingly frequent basis, works well for white people but not so well for people of color. This raises the question of how to make sure the technology is used in a way that is fair, equitable and accessible. Trustee Mandelkern said his takeaway is to question whether the same problem would occur if more people of color were involved in the areas of software development and engineering technology. He said he thinks not. He said he believes there is a need for more diversity of opinions, experiences and backgrounds. Trustee Mandelkern said this brought home to him why it is important for the District to make itself affordable and accessible and to offer opportunities to all members of the community, particularly in areas such as STEM where people can become engaged in software development and technology jobs that exist in the community.

Vice President Schwarz said she appreciates Trustee Mandelkern's comments on an issue that the Board might not have been informed about otherwise. She said she encourages Trustee Nuris to attend meetings of the District and College Academic Senates and listen to faculty members discuss important issues and work to build consensus. She said the focus of the most recent District Academic Senate meeting that she attended was how to help colleagues in Paradise who were affected by the wildfires.

Vice President Schwarz said she is involved in Human Trafficking awareness. She said the United States Senate has designated January 11 as Human Trafficking Awareness Day and she would like to request that the Board adopt a resolution at the January 23<sup>rd</sup> meeting encouraging all faculty, staff, administrators, students and San Mateo County residents to support the national and local fight against human trafficking.

Trustee Nuris said he will do his best to learn the names of people and what their positions are, and to hear from them how they feel he can do his job better. He said he became a member of the Board because of redistricting and

will, therefore, be spending a good deal of time in the North County, including visiting the feeder high schools where there is a captive population of students. He said that during this time of declining enrollment, it is important to go where the students are. He said he knows the District is already making inroads in this area and he will do what he can to enhance that effort.

Trustee Nuris said he plans to visit each campus after the holidays and would like to meet with the Presidents individually. Trustee Nuris thanked everyone for the warm welcome given to him.

President Goodman thanked Executive Vice Chancellor Blackwood for the work she has done for students and for the District, as well as for spending time with him when he was first elected to the Board. He congratulated Trustee Holober on his reelection to the Board and Vice President Schwarz on her election as Vice President-Clerk. President Goodman welcomed Trustee Nuris and said he looks forward to working with him.

Trustee Holober said it has been a pleasure to work with Executive Vice Chancellor Blackwood. He said she brought a tremendous amount of knowledge and transparency that has helped people fully understand the complexity of the budget. He wished her well and said she has been a great asset to the District.

Trustee Holober said the District has conducted surveys when considering placing bond measures on the ballot and the surveys have shown that the colleges are well regarded and have had a tremendous impact in the community. He said he conducted an informal survey while talking to people in the center of the County during his campaign and heard exactly the same responses. He said there were minor complaints here and there about matters such as parking and fines, but the colleges are held overall in positive regard. Trustee Holober said the amount of impact that the District has had on people's lives and those of their families is remarkable. He said he was told about students who believe that the instruction they received at the District's colleges was better than the instruction they received at the University of California campuses to which they transferred. He said the District has much to be proud of.

Trustee Holober said he is interested in attending the annual Community College National Legislative Summit which will be held in Washington, D.C. in February. He said he also intends to attend the Progress Seminar in April.

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

President Holober called the meeting to order at 8:45 p.m.

Present: President Richard Holober, Vice President Ron Galatolo, Secretary Maurice Goodman, Directors Dave Mandelkern, Thomas Nuris and Karen Schwarz

#### **Approval of Minutes of the December 13, 2017 meeting**

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

#### **Naming of Officers for 2019**

President Holober said that in accordance with the bylaws of the Financing Corporation, the officers for 2019 will be:

President – Board of Trustees President Maurice Goodman  
 Vice President – District Chancellor Ron Galatolo  
 Secretary – Board of Trustees Vice President-Clerk Karen Schwarz  
 Treasurer – District Chief Financial Officer Bernata Slater  
 Board of Trustees members Richard Holober, Dave Mandelkern and Thomas Nuris will serve as Directors.

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

President Holober announced that the next scheduled meeting of the Financing Corporation will be held on December 11, 2019.

It was moved by Director Nuris and seconded by Director Schwarz to adjourn the meeting. The meeting was adjourned at 8:47 p.m.

**ADJOURNMENT OF BOARD OF TRUSTEES MEETING**

The Board adjourned by consensus at 8:48 p.m. in memory of Leuea Loto.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the January 23, 2018 meeting.

Karen Schwarz  
Vice President-Clerk

**RESOLUTION ADOPTED BY THE DISTRICT ACADEMIC SENATE ON  
DECEMBER 10, 2018**

**“Whereas**, Kathy Blackwood has served the San Mateo County Community College District most admirably in her capacity as Executive Vice Chancellor, making transparent the budgetary picture and processes for all faculty to rely on and trust, even in the complex and ever-shifting community college landscape;

**Whereas**, Kathy Blackwood’s approach to steering the fiscal ship of the San Mateo County Community College District has been long-visioned while being carefully crafted and thoughtful, allowing the District to meet its fiscal obligations while also allowing for innovation and expansion of services that help our students succeed at our colleges;

**Whereas**, Kathy Blackwood’s presentations on the budget have always been informative and supported by rich context and scenarios so as to make the information accessible to participants with budget expertise as well as to those without;

**Whereas**, Kathy Blackwood has always made herself fully accessible to faculty and college committees, listening openly to concerns and providing options and solutions that have ably aided our three-college District in navigating the often unclear waters of Community Supported funding status;

**Whereas**, Kathy Blackwood’s professional, respectful, and unflappable demeanor, no doubt aided by her ever-present knitting tasks, has resulted in an overall positive feeling in budget discussions that is unlikely to exist in any other community college district, so much as to lead many people to exit a budget meeting commenting, “That was a really great budget meeting;” and

**Whereas**, Estimating a knitting rate of twelve hours per pair of socks, Kathy Blackwood’s tenure with the San Mateo County Community College District might just be equal to the knitting of approximately 20,650 socks, and thus warrants a well-deserved retirement;

**Resolved**, That the District Academic Senate for San Mateo County Community College District thank Kathy Blackwood for her steadfast and admirable service, which has enabled faculty to provide quality, well-funded offerings and support to the students of our community; and

**Resolved**, That the District Academic Senate for San Mateo County Community College District wish Kathy Blackwood a long and restful retirement spent enjoying family, friends, and many more knitting projects to come.”

**RESOLUTION ADOPTED BY THE BOARD OF TRUSTEES ON  
DECEMBER 12, 2018**

**“WHEREAS**, Kathy Blackwood has been a valued and important member of the District's senior executive team for nearly 15 years, during her time with the District, Ms. Blackwood has held several key leadership roles including District Budget Officer, Chief Financial Officer and Executive Vice Chancellor; and

**WHEREAS**, Ms. Blackwood provides valuable guidance and counsel to the District and the Board of Trustees; and

**WHEREAS**, throughout her time with the District, Ms. Blackwood has coordinated and led a number of critical initiatives and programs, including the adoption of the District Strategic Plan and the implementation of the Promise Scholars Program; and

**WHEREAS**, Ms. Blackwood is arguably the most respected community college Chief Business Officer in the state, and is regularly called upon to be a member of important state committees and task forces relating to funding, budgeting and business matters, and was celebrated by the Association of Chief Business Officials with their highest honor, the Walter Star Robie Award; and

**WHEREAS**, many in the District and throughout the state have been fortunate to call Ms. Blackwood a colleague, mentor and friend; and

**WHEREAS**, Ms. Blackwood spent nearly 15 years at the Foothill-DeAnza Community College District prior to joining the San Mateo County Community College District; and

**WHEREAS**, after 30 years of service to the California Community College system, Kathy Blackwood has announced her retirement;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the San Mateo County Community College District congratulates Kathy Blackwood on her retirement, commends her for her many years of dedicated service, applauds her contributions to the San Mateo County Community College District, and wishes her well in her future endeavors.”