

**Minutes of the Study Session of the Board of Trustees  
San Mateo County Community College District  
January 9, 2019, San Mateo, CA**

**The meeting was called to order at 4:00 p.m.**

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

**ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION**

President Goodman said that during closed session, the Board will (1) hold a conference with legal counsel regarding one case of anticipated litigation as listed on the printed agenda and (2) consider employee discipline, dismissal, release.

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

None

**RECESS TO CLOSED SESSION**

The Board recessed to closed session at 4:00 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 6:04 p.m.

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

**Others Present:** Chancellor Ron Galatolo, Chief Financial Officer Bernata Slater, Skyline College Vice President of Student Services Angélica Garcia, College of San Mateo President Michael Claire, Cañada College President Jamillah Moore, District Academic Senate President Leigh Anne Shaw

**PLEDGE OF ALLEGIANCE**

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

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

**DISCUSSION OF THE ORDER OF THE AGENDA**

President Goodman said there was a request to remove two items from the agenda; he said this request will be considered when the items come up on the agenda.

**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 (19-1-1A)**

It was moved by Vice President Schwarz and seconded by Trustee Nuris to approve the items in the report. President Goodman said there was a request to remove from consideration the District Office position, "Interim Director of Operations" under Transfer/Administrative Reassignment. Chief of Staff Mitchell Bailey said the position is currently assigned to Cañada College. It was created at the District Office and was loaned to Cañada College to handle a series of issues and work that needed to be done over a period of time. The office in which the position is currently located is undergoing reorganization with a new Vice President of Administrative Services. In addition, the District Office is going through a reorganization within the financial operations offices. Therefore, this request is to move the position back to the District Office. Chief of Staff Bailey said the position is a temporary position that will extend only through June 2019. He said the incumbent is aware that it is an interim position and she will be encouraged to apply for other positions with the District. He said she will help transition between the District Office and Cañada College, particularly on some of

the facilities issues that Cañada is facing. He said her work has been excellent and she works well with the administrative teams at both locations.

Trustee Holober asked how long the position has been in place. David Feune, Director of Human Resources, said it has been in place since December 2016. Trustee Holober he said he thought there was a two-year limit for someone to occupy an interim position and asked if there is a maximum tenure. Mr. Feune said that under certain circumstances, including interim positions for educational administrators, there is a two year limit. He said interim positions for classified administrative positions, such as the position under discussion, fall into a somewhat gray area. Trustee Holober said he would prefer that the item was removed from consideration so that legal clarification can be obtained. President Moore said the incumbent has been in the position for just over one year. Chancellor Galatolo suggested that the Board move forward with approving the transfer request with the stipulation that staff conduct research to make sure it is within the law. If it is determined that it is not within the law, the request will be withdrawn.

President Goodman asked if any concerns have been expressed about the request, either from Cañada College or from the District Office. President Moore said the board packet, including all personnel items, was discussed in her cabinet meeting and no concerns were expressed. Chancellor Galatolo said no concerns have been voiced at the District Office.

Trustee Mandelkern asked that there be a statement that the incumbent has been in the position for slightly more than one year and her tenure in the position will not exceed two years. In addition, research will be conducted and if it is determined that there is a legal problem with the recommendation, it will be withdrawn. The motion was amended to include this language in connection with the position in question. The amended motion carried, all members voting Aye.

### **Other Recommendations**

#### **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 (19-1-100B)**

It was moved by Trustee Holober and seconded by Trustee Mandelkern to conduct the public hearing. President Goodman called the public hearing open at 6:14 p.m. Chief of Staff Mitchell Bailey said the public hearing relates to the proposed demolition of Building 20 at College of San Mateo (CSM). For this hearing, the District provided written notice via US Mail to nearly 150 local residents and other interested parties. Additionally, the District noticed this hearing in the San Mateo Daily Journal posted notice on the District website, along with the associated documents under consideration.

Chief of Staff Bailey said the District engaged ICF to analyze the proposed demolition of Building 20 at CSM on the basis of the California Environmental Quality Act and the State CEQA Guidelines and to prepare a Subsequent Environmental Impact Report (SEIR) disclosing the significant environmental impacts of the Project. The SEIR is based upon the certified San Mateo Community College District 2015 Facilities Master Plan Amendment Final Environmental Impact Report (2015 Certified EIR). The Final SEIR prepared by the District determined that the Project could have potentially significant effects on the environment. However, with the exception of one impact relating to air quality, which will be addressed later, all of the impacts can be reduced below the level of significance by mitigation measures.

Chief of Staff Bailey said that consistent with CEQA's requirements, the Draft SEIR was circulated for public comments received during the public comment period were responded to in Chapter 3 of the Final SEIR.

Chief of Staff Bailey said that before the Board hears public comment on this matter, information and context about the project and the SEIR will be provided. He introduced the following presenters:

- Heidi Mekkelson, senior project manager from ICF
- Sabrina Teller, partner at Remmy Moose Manley and our outside counsel who is participating by telephone
- Chris Strugar-Fritsch from the District Facilities Team

Chief of Staff Bailey noted that Amanda Monchamp, partner at Monchamp Meldrum, also participated in the final review of the SEIR.

Ms. Mekkelson summarized the environmental review process that was conducted for the CSM Building 20 Demolition Project under the California Environmental Quality Act (CEQA). The Building 20 Demolition Project proposes to demolish all existing structures and vegetation within the Building 20 complex site at CSM and construct a single surface

parking lot containing up to 208 uncovered parking stalls, along with attendant landscaping, lighting, signage, storm drainage, and security improvements.

Ms. Mekkelson said the Building 20 Demolition Project is a change to the Facilities Master Plan Amendment Project analyzed in the *San Mateo Community College District 2015 Facilities Master Plan Amendment Final Environmental Impact Report* (2015 EIR), State Clearinghouse #2015052007, certified by the Board of Trustees in December 2015. The 2015 EIR did not evaluate any changes to the Building 20 complex site because the Building 20 project was under litigation at the time. The previous litigation involved an Addendum for the Building 20 project that tiered from a 2006 Mitigated Negative Declaration (MND). These documents are separate from the 2015 EIR, and the court's ruling on the 2011 Addendum has no bearing on the 2015 EIR.

Ms. Mekkelson said ICF prepared a Subsequent Environmental Impact Report (SEIR) to evaluate the potential environmental effects of the Building 20 Demolition Project as a proposed change to the previously approved project in the 2015 EIR. The SEIR is a new CEQA document that supplements the 2015 EIR for the 2015 Facilities Master Plan Amendment Project. The SEIR does not rely on the previously prepared 2006 MND or the 2011 Addendum to the 2006 MND. In accordance with CEQA, the SEIR evaluates whether the Building 20 Demolition Project or changes in circumstances would result in new significant environmental effects or a substantial increase in the severity of effects identified in the 2015 EIR. The Draft SEIR evaluated the following environmental topics in detail: Aesthetics, Air Quality, Biological Resources, Cultural Resources, Greenhouse Gas and Energy, Hydrology and Water Quality, Noise, and Recreation. The Draft SEIR evaluated temporary construction impacts, long-term operational impacts, cumulative impacts, and alternatives to the project. The Draft SEIR determined that the Facilities Master Plan Amendment Project, including the project change (Building 20 Project), would continue to have the significant and unavoidable impacts identified in the 2015 EIR. Additionally, there would be a cumulatively considerable air quality impact that was not identified in the 2015 Certified EIR related to exposing sensitive receptors to substantial pollutant concentrations during construction. Four new mitigation measures were added to the District's Mitigation Monitoring and Reporting Program (MMRP) for CSM. The new mitigation measures entail relocating unique botanical specimens and commemorative plaques to mitigate aesthetic impacts, and designing and maintaining stormwater treatment features specific to the Building 20 site.

Ms. Mekkelson said the Draft SEIR was made available to the public and regulatory agencies for review and comment during a 47-day comment period between July 25, 2018 and September 10, 2018. Eight comment letters were received including two letters from public agencies (Caltrans and Town of Hillsborough), two letters from organizations (American Institute of Architects Students College of San Mateo and Friends of the College of San Mateo Gardens), and four letters from individuals. The public agency comment letters included requests for the District to coordinate with the agencies during construction and operation of the project, and did not include specific comments or questions about the Draft SEIR analysis. The comment letters from the organizations and individuals mostly expressed personal opinions about the aesthetic, recreational, and social value of the Building 20 site, and general objections to the project.

Ms. Mekkelson said a Final SEIR was prepared in October 2018. The Final SEIR includes comments on the Draft SEIR, responses to those comments, and revisions to the Draft SEIR. Information provided in the responses to comments and in the revisions to the Draft SEIR clarifies and amplifies the analysis presented in the Draft SEIR. No significant new information, as defined by CEQA Guidelines Section 15088.5, was added that would trigger recirculation of the Draft SEIR. Specifically, there are no new significant environmental impacts, or a substantial increase in the severity of any significant impact, identified in the comments or responses that were not already identified in the Draft SEIR.

Ms. Mekkelson said that moving forward, the District will need to approve the Building 20 Project, certify the SEIR, adopt a new Statement of Overriding Considerations (SOC), adopt the amended MMRP, and file a new Notice of Determination (NOD) for the project. Following a 30-day statute of limitations period, the CEQA process for the Building 20 project will be complete.

Sabrina Teller, legal counsel for the District, said the EIR was prepared because of the final Court of Appeal's finding that the addendum to the previous Mitigated Negative Declaration was not the right CEQA document to analyze the potentially significant impacts of the project, including aesthetic impacts. She said that decision did not, and cannot under law, mandate that any specific conclusions be reached in the EIR. Ms. Teller said ICS and District staff based their conclusions contained in this EIR on substantial evidence as they are supposed to do under CEQA.

Ms. Teller said two last-minute letters were received from the legal counsel for the Friends of the College of San Mateo Gardens. She said the previous letter, received at the last minute before the last scheduled public hearing, raised an issue

alleging that the impact analysis reached a wrong conclusion and did not provide substantial evidence supporting a different set of conclusions. She said ICF, in coordination with staff, prepared a very thorough response that is included in the board packet for this meeting. Ms. Teller said the most recent letter was received 15 minutes before this hearing. She said District staff, ICF and she have reviewed the letter and nothing in it causes them to change their recommendation that the Board certify the EIR at this meeting. She said the issues raised in Mr. Kahn's letter of February 2, 2018, which was attached to the attorney's letter, have been thoroughly addressed in the EIR which is in front of the Board tonight. Ms. Teller said she sees no reason for a further delay in certifying the EIR.

Liane Benedict, a member of the public, said she understands the Building 20 Project plan is to demolish the horticulture complex, including the green space around this area, and replace it with a parking lot and a few young bushes and trees. She said she does not support the project because green spaces provide natural beauty and recreation and are a habitat for animals including some species that are listed as protected or of special concern. She said the area is used by students for various class projects and by the community in general. She said it contains diverse plant life, providing unique opportunities for learning. She said unusual species include the Dawn redwood which, although not native, is classified as endangered. She said there are also many mature California natives. Ms. Benedict said that with current environmental and global warming issues, she believes there is a need for biology and horticulture programs. She questioned how science can know the effects of people's actions on the environment without individuals who are properly trained in biology and horticulture. She said medicine also depends on chemicals derived from plants and said there is scientific evidence that flowers speed the healing process.

Ms. Benedict said the main reason listed for demolishing the horticulture complex is to provide parking near Building 10, parking for future needs, and space for construction staging. She said the final EIR notes that there is currently no campus wide parking shortage at CSM. She questioned whether more parking is needed, noting that the number of online classes is growing and there are many transportation alternatives such as bus service, carpooling and Uber. She said she believes it would be shortsighted to destroy a valuable teaching green space for possible future parking needs and temporary construction staging.

Trustee Holober said the most recent letter from Susan Brandt-Hawley, attorney for the Friends of the College of San Mateo Gardens, which he saw when he arrived for this meeting, refers to a recent court ruling – the Sierra Club v. County of Fresno – that the attorney thinks is important for the Board to consider. He asked Ms. Teller to address this. Ms. Teller said she does not believe the attorney's characterization regarding what this court decision holds is entirely accurate. She said the question of whether the EIR contains adequate analysis is, according to this decision, a de novo review, but the District is still entitled to exercise its discretion as to the significance of the impacts at issue as long as the conclusions are supported by substantial evidence. She said she believes the EIR exhaustively documents the substantial evidence it relied upon in reaching the proposed conclusion.

Hearing no further comments or questions from members of the public, President Goodman declared the public hearing closed.

**ADOPTION OF RESOLUTION NO. 19-1 CERTIFYING THE FINAL SUBSEQUENT ENVIRONMENTAL IMPACT REPORT FOR COLLEGE OF SAN MATEO BUILDING 20 DEMOLITION PROJECT, AND RESOLUTION NO. 19-2 ADOPTING THE CEQA FINDINGS OF FACT, MITIGATION MONITORING AND REPORTING PLAN, AND APPROVING THE COLLEGE OF SAN MATEO BUILDING 20 DEMOLITION PROJECT (19-1-101B)**

It was moved by Vice President Schwarz and seconded by Trustee Nuris to adopt Resolutions 19-1 and 19-2. Trustee Holober said the letter from Ms. Brandt-Hawley, which was received 15 minutes before this meeting, asks for a continuance for one more meeting. He asked if there is anything imminent that would be affected by continuing it for approximately two weeks. Mr. Bailey said the Board received a similar letter from the same interested party asking for a continuance at the last meeting. He said staff believes a similar request could be received at the next meeting as well. Mr. Bailey said the issue has been under review for several years and the District would like to proceed with the project as soon as possible. Ms. Teller said the previous letter requesting a continuance alleged that the letter writer had not received notice of the hearing as requested and, out of an abundance of caution, it was recommended that the continuance be granted. Ms. Teller said the letter received just prior to this meeting asks for a continuance simply to give more students an opportunity to review the documents. She said this is not a legally compelling reason. She said the Final EIR and findings were published on the District's website for well over a month and anyone interested had an opportunity to review them thoroughly. Therefore, she said she does not believe there is a legal basis for a delay. Trustee Holober asked

if there is a planned schedule for the project. Chris Strugar-Fritsch, Director of Capital Projects, said there is no plan to bring construction equipment onto the site until the requests submitted to the Board under this item are complete.

Trustee Mandelkern said that in the past, there was considerable interest from students on this issue. He said the District is a student centered organization and encourages students to participate in the governance process. He noted that classes are not in session and will not resume until January 13. He questioned whether more students might weigh in on the topic by, for example, attending a public hearing if this item is delayed until students return to the campuses. Chief of Staff Bailey said that a group of students from an Architecture class did provide written comments during the draft period and their comments are included in the report. Student Trustee Topete Eng Goon said students have been discussing the issue for a very long time, since before current students came to the campus. She said she believes it is too late to bring a complete opinion from students. She said students would have to be provided with old information and that would take at least one semester. She said she does not believe every single student can be involved in every conversation. Student Trustee Topete Eng Goon said she is sure that everyone involved has considered what this project means for students and she believes the Board should move forward with the project if the logic is sound.

Student Topete Eng Goon asked if faculty have expressed an opinion on the project. President Shaw said she has not heard discussion on the issue. She said she would assume that there is interest among some faculty members, such as those in the biological sciences, but she cannot say what their opinions are.

Trustee Nuris said that in the letter received today, Ms. Brandt-Hawley thanked the Board for continuing the hearing to this date and for providing notice, verifying that she received notice. He asked if legal notice was provided to everyone who is required to receive it. Chief of Staff Bailey said the District is required to give legal notice to specified organizations; however, out of an abundance of caution, legal notice was given to every resident who has property that abuts the CSM campus, as well as to individuals and organizations who had expressed an interest in the project. He said the hearing was also noticed in the *San Mateo Daily Journal* and on the District website. He said the same procedure was followed when noticing the previously scheduled hearing. Therefore, Chief of Staff Bailey said he believes the District has gone above and beyond with regard to the noticing component. Trustee Nuris said that unless counsel believes that proper notice was not provided, he believes the Board should proceed. Ms. Teller said she is satisfied with the notice provided.

Trustee Mandelkern said an allegation was made in Ms. Brandt-Hawley's letter that written correspondence from Shawn Kahn, dated February 2, 2018, was not acknowledged or responded to. He asked if all written comments are supposed to be acknowledged. Ms. Mekkelson said the letter from Mr. Kahn was a comment letter on the Notice of Preparation which advises the public that an EIR is being prepared. She said that under CEQA, the lead agency is required to review and consider comments made on the Notice of Preparation, but is not required to provide a written response.

Trustee Holoher asked if Ms. Brandt-Hawley or the Friends of the College of San Mateo Gardens provided comments subsequent to the continuance granted at the December 12 Board meeting. Chief of Staff Bailey said no comments have been received since that meeting. Trustee Holoher said Ms. Brandt-Hawley is now making an almost identical request for a continuance. He said he believes the Board did the right thing by acceding to the request on December 12; however, as the attorney representing the Friends of the College of San Mateo Gardens, he believes she should have provided the formal response in the additional time provided, which was nearly a month.

Trustee Mandelkern said he understands that the mitigation measures call for transplanting biological specimens or, if that is not possible, replacing them with new ones. He asked if this would include the Dawn redwood tree. Ms. Mekkelson said it is the consensus that the Dawn redwood is not suitable for relocation and would be replaced with a new tree. Trustee Mandelkern said an alternative that was considered would have Building 20 and the greenhouses demolished and have some landscaping removed, but would allow for fewer parking spaces. He said that with this alternative, the Dawn redwood would be preserved. He asked why this alternative was not considered acceptable. Ms. Mekkelson said the District's conclusion was that this alternative did not meet certain project objectives, one of which is to provide an adequate construction staging area for the proposed Building 19.

Trustee Mandelkern said a number of comment letters, as well as the letter from Ms. Brandt-Hawley which was received today, referenced the issue of aesthetics. He asked if aesthetics are required to be considered under CEQA. Ms. Mekkelson said aesthetics are a component of the CEQA checklist and will be evaluated if there is potential for a project to have a significant impact. She said ICF conducted an exhaustive analysis of aesthetic impacts for this project.

Trustee Mandelkern asked if any research was done to determine if there are nests or nesting sites of the various bird species listed in the findings. Ms. Mekkelson said an ICF biologist did site reconnaissance and determined that any trees and buildings that have not been in use for some time are considered potential nesting habitats. As a result, construction monitoring mitigation measures have been built into the project. Ms. Teller said there is a requirement that before construction begins, each tree will be individually surveyed and all inactive nests will be removed. If active nests are observed, demolition will be halted until a biologist confirms that all nests have become inactive.

Chief of Staff Bailey said that prior to approving the Building 20 Demolition Project, the Board must certify that it has considered the Final SEIR, that the Final SEIR adequately meets the requirements of CEQA, and the Final SEIR reflects the independent judgment of the Board. If the Board approves the Project, which staff recommends that they do, the Board must also adopt findings of fact regarding the significant effects and the alternatives identified in the Final SEIR. As a reminder, the Final SEIR concluded that there would be a significant and unavoidable environmental impact on air quality during the Project's construction. Accordingly, the Board must adopt a Statement of Overriding Considerations describing the Project benefits that outweigh this impact.

Chief of Staff Bailey said the SEIR included revisions to some mitigation measures for College of San Mateo in the 2015 Certified EIR, as well as new mitigation measures to reduce potentially significant environmental impacts related to the Project Change to a less-than-significant level. Accordingly, a revised mitigation monitoring and reporting program (MMRP) has been prepared. Pursuant to Public Resources Code, the Board must also adopt the revised MMRP for the mitigation measures that are the Board's responsibility to implement. The revised MMRP establishes a program to ensure that the adopted mitigation measures identified in the Final SEIR will be implemented, as amended by the Final SEIR.

Chief of Staff Bailey said staff has provided proposed resolutions to accomplish the approval of the project and the adoption of the findings, statement of overriding considerations, and MMRP, so that the required sequence of legal conclusions are documented for the administrative record. He said that if the Board takes action, it must do so in a sequential manner. First, staff recommends approval of Resolution No. 18-30, Certification of the Final Subsequent Environmental Impact Report for the College of San Mateo. If approved, then staff recommends approval of Resolution No. 18-31, Adoption of CEQA Findings of Fact for College of San Mateo Building 20 demolition project, statement of overriding considerations, and mitigation monitoring and reporting plan; and approval of College of San Mateo Building 20 demolition project.

After this discussion, the motion to adopt Resolution No. 19-1 carried, all members voting Aye. The motion to adopt Resolution No. 19-2 carried, all members voting Aye.

## **STUDY SESSION**

### **REPORT ON AB288 – “COLLEGE AND CAREER ACCESS PATHWAYS DUAL ENROLLMENT” AND AB705 – “MATRICULATION: ASSESSMENT IMPLEMENTATION” (19-1-1C)**

Aaron McVean, Vice Chancellor of Educational Services and Planning, said both Assembly bills have significant implications for the District Strategic Plan, specifically Goal #2 to “Establish and Expand Relationships with School Districts, 4-year College Partners, and Community-based Organizations to Increase Higher Education Attainment in San Mateo County.” In addition, the District wants students who come to the colleges to start in transfer level coursework because this is important in terms of successful and on-time completion.

**AB288:** Vice Chancellor McVean said AB288, College and Career Access Pathways (CCAP) Partnerships, addresses dual enrollment programs established between community college districts and high school and unified school districts that allow high school students to take courses with college curriculum and earn college and high school credit simultaneously. As opposed to traditional concurrent enrollment, CCAP provides for closed sections so that the courses can be offered as part of the students' regular high school schedule. Trustee Nuris noted that adults were allowed come to the high school to take non-closed sections along with high school students. Vice Chancellor McVean said that because of this, courses typically were offered after regular school hours, requiring high school students to remain at school for an extra class period. Vice Chancellor McVean said that under CCAP, students can take more units per term and can be offered basic skills curriculum. He said the District has CCAP agreements in place with the Jefferson Union High School District, the South San Francisco Unified School District, the San Mateo Union High School District and the Sequoia Union High School District. In response to a question from Trustee Mandelkern, Vice Chancellor McVean said the Cabrillo Unified School District has a traditional non-CCAP concurrent enrollment agreement in place but is expected to transition to a CCAP agreement.

Trustee Mandelkern asked if programs offered through the County Office of Education, such as Project Change for incarcerated youth, can be covered under a CCAP agreement. Tammy Robinson, Vice President of Instruction at Cañada College, said this is covered under separate legislation, AB1391.

Dr. Jennifer Taylor-Mendoza, Vice President of Instruction at Skyline College, said dual enrollment is one component of the college's comprehensive redesign. The dual enrollment program focuses on affordability, transferability, workforce and equity. The intended population are students who are historically underrepresented on college campuses. The College works across four high school districts. Courses may be taught by community college instructors or by high school teachers who meet the California Community Colleges' minimum qualifications to teach college courses. The CCAP program started in fall 2018 with 509 students and achieved a success rate of over 90 percent.

Kareen Baca, Associate Superintendent of Educational Services at the Jefferson Union High School District (JUHSD), said the vision of the JUHSD is for students to advance to and through post-secondary learning and careers. She said Superintendent Terry Deloria recognized the importance of a strong partnership with the community colleges to actualize this vision. She said the JUHSD wants to better support English learners and students with disabilities. She said dual enrollment can be the avenue to help these students recognize that college is within their reach. She said that through dual enrollment, students are more likely to graduate from high school, attend and persist through college and receive a certification, associate degree or higher. Dual enrollment classes currently offered include Introduction to STEM, Introduction to Network Administration, Early Childhood Education principles, Introduction to Automotive Technology and American Sign Language. No tuition fees are charged for dual enrollment classes.

Associate Superintendent Baca said that in the past, high school students earned college credits through concurrent enrollment. With the introduction of dual enrollment, it was critical to have clear and early communication which included meetings between the two districts; timelines for students, including a parent and student orientation; meetings between college instructors and the high school principals and staff; and development of a student and parent handbook. Vice President Taylor-Mendoza said Skyline College also developed a faculty resource guide and hosted a joint high school and college orientation day.

Ray Hernandez, Dean of Science/Math/Technology at Skyline College, said dual enrollment career-focused pathways offer clear, concise pathways from high school to career. He highlighted two of the pathways, Biotechnology and Health Careers, including a description of the pathway and program spotlights, the courses to be taken in high school and college, and certificates/degrees that can be earned. Vice President Taylor-Mendoza said general education is also delivered and focuses on IGETC, CSU and associate degree completion.

Student Trustee Topete Eng Goon asked how many high school students who participate in the CCAP program go directly to a four-year institution. Dean Hernandez said most students from high schools that have already established biotechnology programs go directly to four-year schools. He said the CCAP courses are not targeting these traditional biotechnology students. Lizette Bricker, Dean of Enrollment Services at College of San Mateo, said CCAP agreements are targeted to students who may not be college bound or who are underrepresented in higher education. Superintendent Deloria said students take AP courses to help them get to a four-year institution and are not interested in the dual enrollment courses. Student Trustee Topete Eng Goon asked how students who participate in CCAP courses are selected. Associate Superintendent Baca said enrollment is open to all students. She said information is given to students and some counselors also reach out to students who they think could benefit from the program. Vice President Schwarz said she shares Student Trustee Topete Eng Goon's concern that the program might not be serving those it is meant to serve. She said that when the middle colleges first opened, they were targeted to students who had the skills to be successful but were not doing well in high school. She said that since that time, some high schools have been marketing the middle colleges as places where students can get college credits and advance quickly to a four-year institution. Tammy Robinson, Vice President of Instruction at Cañada College, said this is an important issue that will be addressed further during the presentation. Trustee Nuris said there are AP students whose families cannot afford to send them directly to a four-year institution. He asked if there should also be a dual enrollment program for these students at a higher level. Superintendent Deloria said the JUHSD would be happy to discuss this option.

Trustee Mandelkern recalled that the District attempted to develop dual enrollment programs in the past and were unsuccessful, partly because of issues raised by both high school and college faculty regarding who would teach the courses. Chancellor Galatolo said some high school districts are more interested in dual enrollment than others and changes in superintendents have made a difference in the level of interest. Superintendent Deloria said the JUHSD has a

strong relationship with the faculty union and it is understood that the district is not using dual enrollment to replace positions.

Monica Malamud, Professor of Spanish at Cañada College, spoke as a representative of the District's faculty union. She said faculty have come to union meetings to express concerns about certain aspects of dual enrollment, including:

- If courses are taught by high school faculty, make sure they meet minimum qualifications.
- How will employment of high school faculty impact the employment of college faculty, particularly part-time faculty?
- What happens when high school and colleges calendars do not align?
- Who will evaluate instructors, whether high school or college, who are teaching on a high school campus?

Vice Chancellor McVean said the CCAP legislation prohibits districts from displacing sections offered on a college campus in order to offer dual enrollment courses. He said the CCAP agreements state that the College District has control over curriculum. If the courses are being taught by high school faculty, they must meet minimum qualifications and the District can evaluate whether the curriculum is being delivered up to the District's standards. Vice President Taylor-Mendoza said any issues with the calendars have been dealt with collaboratively and the districts will continue to work together. President Goodman said the middle colleges have dealt with different calendars as well and have been able to make it work. He said communication and collaboration are major factors in the success of the CCAP program. He asked Professor Malamud to provide the Board with a list of faculty questions and concerns so that an official response can be provided. Vice President Schwarz asked if AFT was provided with information about the program. Vice Chancellor McVean said AFT submitted a request for information just prior to the winter break and staff is working on the response. Vice President Schwarz asked that the response be delivered directly to AFT. District Academic Senate President Shaw said the Academic Senate should be involved as well because evaluation of minimum qualifications is within the Senate's purview. Kate Williams Browne, Professor of Early Childhood Education at Skyline College, said she serves as a commissioner for community college districts on the California Commission on Teacher Credentialing. She said trying to intertwine the K-12 and community college systems is a major issue statewide. She said the Commission is forming a CTE workgroup to address questions and concerns, including those that were raised by Professor Malamud. She said the State Academic Senate will be involved with this work. President Claire said he appreciates the concerns and details that need to be worked out; however, he said it is important to focus on the social justice mission. He said that in any given year, forty to fifty percent of students in San Mateo County come to one of the District's three colleges. He said he believes that connecting with the high schools is a moral imperative. He said that unless the colleges give students a sense of connection, direction and, most importantly motivation, everything else they do is diminished in effectiveness.

Dean Bricker said College of San Mateo does not currently have CCAP agreements. She said the college wanted to be intentional in its planning and approach while developing the program before beginning to work with the high schools. She said the California Community Colleges Vision for Success is the foundation for the work the College is doing and three key legislative initiatives support that work: AB750 and AB288 which are being discussed at this meeting, along with AB19, The California College Promise.

Dean Bricker said the college began by identifying students who take advantage of concurrent enrollment. Data indicated that out of all concurrently enrolled students in fall 2017 and spring 2018, fifty-six percent identified as white non-Hispanic or Asian and seventy percent were not first generation students. This compares with the incoming high school population of which forty-five percent were Hispanic and sixty-four percent were first generation students. Therefore, the college recognized the need to create an intentional and targeted effort to serve all students. The College developed the following initial guiding principles to follow:

1. Adopt an equity framework by focusing on high school students who may not be already college bound or who are underrepresented in the high schools. This can be accomplished by working with the high schools, particularly high school counselors, to identify students who could benefit from dual enrollment.
2. Develop seamless pathways from the high schools to College of San Mateo through career-technical education and/or preparation for transfer.
3. Establish a college dual enrollment team with each feeder high school.

Dean Bricker said the College hired Tiffany Zammit as the Director of High School Transition and Dual Enrollment. She said Ms. Zammit's work will also include AB19 as part of an early Guided Pathways program. Ms. Zammit said she has had substantial contact with each individual high school to build relationships. She said that in collaboration with the San Mateo Union High School District (SMUHSD), College of San Mateo has started to establish some of the pathways. She

outlined courses that are currently being offered or are planned at San Mateo High School, Hillsdale High School, the Adult School and SMUHSD summer school. President Goodman said some of the most vulnerable students are not getting as far as taking algebra or geometry. He asked how the program is targeting these students and how credits are being addressed. Ms. Zammit said the legislation allows for giving dual credit for pre-transfer level courses. She said there is recognition that gaps exist and beginning courses have been chosen so that students can build confidence as they move forward

Tammy Robinson, Vice President of Instruction at Cañada College, introduced Karen Engel, Vice President of Planning, Research, Innovation and Effectiveness. Vice President Robinson said the college currently does not have dual enrollment classes, but has 211 students enrolled in eight college sections offered at local high schools. However, the students benefitting from these sections are elite students and the college wants to target more underserved and underrepresented students moving forward. The college will pursue building college pathways programs with the Sequoia Union High School District highlighting what is unique and wonderful about Cañada College, e.g. the digital arts and animation program, video game design and computer science programs. The college also will provide professional development opportunities for high school staff, instructors and administrators to discuss creating dual enrollment offerings.

Vice President Robinson discussed expansion of the Middle College program, with an emphasis on underrepresented and underserved students. In terms of gender, Middle College students closely mirror the student population overall, but there is not a correlation in terms of ethnicity:

White Non-Hispanic – 44% in Middle College; 26% of overall student population

Hispanic – 18% in Middle College; 31% of overall student population

Multi-Race – 28% in Middle College; 21% of overall student population

Asian – 8% in Middle College; 16% of overall student population

Vice President Robinson said the course success rate for concurrently enrolled students and Middle School students is higher than the general student population at Cañada College. She said access to the college is an issue for less affluent students. She said the shuttle service has been helpful and the college would like to expand the service. The college is also working directly with the Sequoia Union High School District to improve recruitment and outreach.

Student Trustee Topete Eng Goon said she supports the concept of dual enrollment. She said that while all details matter, she believes the most important element is equity and the students who are being addressed through the program. She said the goal is to begin a relationship with students while they are in high school, have them come to the District's colleges and be successful when they leave.

Trustee Holoher, recapping the status of the colleges with regard to implementation of AB288, said Skyline College launched the implementation CCAP in fall 2018 with approximately 500 student who take one or more courses. He said College of San Mateo's program will launch in spring 2019 and asked if there is a projected number of students enrolling. Ms. Zammit said students are currently enrolling but the final number of participants is not yet known. Trustee Holoher asked if CCAP courses are ready to be launched at Cañada College in fall 2019. Vice President Robinson said the college is working on this.

Trustee Holoher asked if the high schools and revenue limit college districts are eligible for apportionment funding for CCAP. Vice Chancellor McVean said that under AB288, only one district can claim apportionment funding. He said that because the District is self-supporting, the high school partners that are eligible can claim the apportionment.

President Goodman thanked Superintendent Deloria and Associate Superintendent Baca for the work they have done regarding equity and providing access and opportunities to some of their most vulnerable students. He asked for information about the experience of students from Baden, Thornton and Peninsula High Schools and how these students are being engaged. Superintendent Deloria said the principal of Thornton High School is in his second year and is equity driven, offering a college counseling course during his first semester at the school. She said students come to Thornton High School credit deficient and many have low self-esteem. She said anything that can be done to build their confidence is a step in the right direction. Associate Superintendent Baca said consideration is being given to offering Spanish as a foreign language choice to meet the needs of Thornton High School students. Vice President Taylor-Mendoza said an entrepreneurship pathway is offered at Baden High School and students are excited about the program. She said the intent is offer additional pathways. She said it is gratifying to see the enthusiasm of students at Baden, Thornton and Peninsula High Schools in response to innovative offerings. President Goodman said he is pleased to hear of creative

ways to provide opportunities by creating pathways not only for career exploration, but also for introducing a college track for students who have had success, gained confidence and want to pursue higher education.

AB705: Vice Chancellor McVean said that AB705, Matriculation: Assessment Implementation, mandates the use of high school transcripts for placement into initial English, math and ESL sequences. Specifically, it requires that a “community college district or college maximize the probability that a student will enter and complete transfer-level coursework in English and math within a one year timeframe and use, in the placement of students into English and math courses, one or more of the following: high school coursework, high school grades, and high school grade point average.” Colleges are required to comply with AB705 beginning in fall 2019 for English and math and for ESL by fall 2020. The District will use the default guidelines released by the State. The colleges are in the process of determining the model for additional and concurrent student and academic support services that are needed to make sure students are successful.

Charlene Frontiera, Dean of Mathematics and Science at College of San Mateo, said all of the colleges have taken steps to ensure compliance with AB705. She introduced Christopher Walker and Jay Lehmann, both Professors of Mathematics at College of San Mateo, and John San Jose, a student and tutor. Professor Lehmann said the colleges have been proactive and early adopters, planning and organizing new classes beginning with pre-transfer level classes. Because of this, the District has received questions from many other community colleges around the state and is repositioned as a flagship district. Professors Walker and Lehmann and Mr. San Jose highlighted the College of San Mateo Corequisite Program, including new courses, placement, a typical day, embedded tutoring, affective domain, embedded counseling, professional development, student feedback, and next steps.

Trustee Mandelkern asked if the traditional assessment and placement exams have been completely eliminated. Vice Chancellor McVean said they have been eliminated for English and math and guidance on ESL will be forthcoming. Trustee Mandelkern said the courses with extra hours added to accommodate additional support such as tutoring are helpful to students; however, he noted that they can make up half of a student’s load. He asked how this might affect students’ ability to work through and complete a transfer program. Professor Walker said a student taking an eight unit class for one semester would in the past have taken two or three five unit classes over three semesters to get to the same point. He said immersive study of a subject is one of the best ways for students to get up to speed and the success rate is proving to be higher in these classes. Professor Lehmann said the classes with extra hours could present a problem in terms of finances and for part-time students. Student Trustee Topete Eng Goon said she believes first year students will have an easier time adapting to the classes, but her concern is for returning students and veterans. She said there could be serious financial repercussions if veterans who are using the GI Bill drop one of the classes. She said she believes the issues can be addressed by collaborating with Financial Aid, EOPS, the Veterans Resource and Opportunity Center (VROC), etc. to address the needs of specific groups. Trustee Nuris asked Professors Walker and Lehmann if there is buy-in by the rest of the math faculty in terms of teaching the courses. Professor Lehmann said a minority of faculty have avoided trainings and teaching the courses. He said the vast majority are willing to participate and because of this, there is great momentum.

James Carranza, Dean of Humanities and Social Sciences at Cañada College, discussed the default placement rules for English. He said that prior to AB705, the District had implemented multiple measures applications which had moved many students to transfer level. The colleges also have in place English 105 which is a five unit version of English 100 course and is University of California approved and transferable. The colleges are implementing additional support such as extended counseling, embedded tutoring and proactive registration, as well as professional development for faculty.

Trustee Mandelkern asked if there is collaboration among the colleges in terms of sharing best practices. Vice Chancellor McVean said there is a Districtwide implementation committee and collaboration is very intentional. District Academic Senate President Shaw said she has seen unprecedeted collaboration around this item.

Student Trustee Topete Eng Goon asked if there is still a placement test for international students. Vice President Robinson said international students must pass the TOEFL language test before they come to the colleges. President Shaw said that ESL was not mentioned when AB705 was first written. Had it remained as written, it would have been illegal to place an ESL student into a course lower than one level below transfer, regardless of their language proficiency. She said that she and two faculty members from southern California worked with the sponsor of the bill and were able to have new language inserted which distinguishes ESL from basic skills and considers it more akin to a foreign language. She noted that AB705 will be applied only to students who declare their intent to transfer or to get a degree.

President Shaw said all three colleges are fully compliant with sequence portion of the law, requiring that ESL students not be placed lower than five semesters prior to their final transfer English Composition course. Many of the colleges' programs also follow recommendations from the state, including: having integrated courses; the top level course being transferable to the CSU; many college faculty having dual qualifications in ELS and English; and having an alignment between ESL and English programs.

President Shaw said AB705 specifies that ESL may use placement tests through fall 2019 for placement in spring 2020. She said there is uncertainty about how students who need ESL will be identified beyond that time. She said she serves on a statewide subcommittee for the ESL implementation and they are exploring options. She noted that Skyline College is piloting the use of TOEFL scores for placement. President Shaw said there is a group that is advocating for the continued use of placement tests to ensure that students are sufficiently proficient in English to enable them to be successful. Student Trustee Topete Eng Goon asked if placement tests are being used to place international students into math courses. Vice Chancellor McVean said this is still under discussion. Chancellor Galatolo said he believes guided self-assessment would be a useful tool for math placement. President Shaw agreed that it could be helpful if used in conjunction with other measures.

In closing, Vice Chancellor McVean said that in alignment with the District strategic plan, the colleges are engaging high school students from diverse backgrounds to close equity gaps, using dual enrollment as a tool to help them transition into transfer level coursework to the greatest extent possible when they come to the colleges. He said dual enrollment and assessment implementation are transformational for students who come to the colleges and he is confident the metrics will indicate the movement that staff expects. He said he applauds the work that has been done to make this possible.

President Goodman said the Board appreciates the report and also applauds the work that is being done and continues to be done.

**STATEMENTS FROM BOARD MEMBERS:** None

**ADJOURNMENT OF REGULAR MEETING**

President Goodman said the Board will return to closed session to continue considering the items previously announced as closed session topics. The regular meeting was adjourned by consensus at 9:56 p.m.

**RECESS TO CLOSED SESSION**

The Board recessed to closed session at 9:58 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 11:29 p.m.

**REPORT OF ACTION TAKEN DURING CLOSED SESSION**

President Goodman said that the Board took no action during closed session.

**ADJOURNED**

The meeting was adjourned by consensus at 11:30 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the February 27, 2019 meeting.

Karen Schwarz, Vice President-Clerk