

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
December 9, 2019**

The meeting was called to order at 5:00 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 two cases of anticipated litigation as listed on the printed agenda, (2) consider employee discipline, dismissal, release, (3) hold a conference with the labor negotiator as listed on the printed agenda, and (4) conduct a public employee performance evaluation as listed on the printed agenda.

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY

None

RECESS TO CLOSED SESSION

The Board recessed to closed session at 5:02 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 6:17 p.m.

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

Others Present: Interim Chancellor Michael Claire, Chief Financial Officer Bernata Slater, Skyline College Interim President Jannett Jackson, College of San Mateo Acting President Kim Lopez, Cañada College Vice President of Instruction Tammy Robinson, District Academic Senate President Jeramy Wallace

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

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

DISCUSSION OF THE ORDER OF THE AGENDA

There was a request to move Statements from Executives and Student Representatives to be the next agenda item, beginning with Student Representatives first and then Executives; the request was granted by the Board.

President Goodman called upon Interim Chancellor Claire to introduce the student representative(s) presenting tonight. Interim Chancellor Claire introduced Alejandro Guzman, the Associated Students of Skyline College President. ASSC President Guzman began his presentation by recalling the ribbon cutting ceremony of Building 12 (Environmental Sciences) at the beginning of the 2019-2020 school year; he believes this event best represented the successes of collaboration for which the Skyline College campus is known. ASSC President Guzman stated there are currently 16 participatory governance committees in which the majority of Student Senate participates; these various committees give students the opportunity to have their opinions heard, including the ability to re-imagine Skyline College. In addition to these committees, there are currently 45 active clubs, including three new clubs: Active Minds, Open Mic Club and Students in Automotive Engineering.

ASSC President Guzman stated Skyline College has successfully sponsored 34 events, compared to 18 events during the last academic year. Four in-house retreats were held where all campus events were calendared and a handful of student council members attended two conferences: Adobe Max and the National Conference of Student Leadership (held in Florida). In collaboration with the Student Outreach and Financial Aid departments, ASSC President Guzman stated Skyline College held a "Welcome Week" where a variety of events were hosted to celebrate the service of the Skyline campus

community and bring awareness to ASSC's role and purpose. During "LatinX Heritage Month," Skyline students were treated to various Latin foods and drinks, clothing vendors and dancing; some students even had the opportunity to participate in a car show. In addition, a flag ceremony was held for the very first time to honor all Latin countries. ASSC President Guzman continued to state that various interactive activities were held throughout the first half of the school year. Around 24 council members were able to attend the ASSC Fall Leadership Retreat from September 20-22, 2019 in Mount Toyon (located in Aptos, CA); various leadership courses were offered to further strengthen the role and purpose of the ASSC.

ASSC President Guzman recalled the "Filipino-American History Month" celebration, where the ASSC collaborated with the Filipino Student Union and Kababayan Learning Community to set up a historical museum, offer food, games and movies based on the Filipino culture and hold a Filipino tattoo demonstration. The ASSC was also able to collaborate with the Dream Center during "Undocuweek" (October 14-19, 2020) to facilitate many events. ASSC President Guzman stated "LGBTQ+ History Month" was celebrated and the ASSC collaborated with SAGA and Learning Commons; "Coming Out Day" was held on October 10th, with a poetry corner and call to consciousness college lecture series (hosted by queer Tongan poet Loa Niumeitolu) being some of the events which took place. The ASSC was also able to assist with a fundraiser for the Photography Club to obtain more licenses for Adobe Max.

Skyline College student senators created other events, such as Warriors game watch parties and a donation drive for the Philippines; ASSC President Guzman believes this demonstration of unity proves how much the ASSC wants to make a global impact. In October, ASSC services were provided so that other clubs could perform outreach to students with the possibility of new membership. In November, Skyline students were able to attend a Tahitian dance workshop to learn about cultural dancing and drumming. ASSC President Guzman said Skyline College proudly hosted a member of the Tongan Royal Family, who facilitated an actual Kava ceremony.

ASSC President Guzman stated the ASSC is currently working with the Chumash tribe to host an interactive lecture for Skyline College's "First Peoples Day" event and a new student program called S.T.A.A.R. (Students, Community, Team Transfer, Advocacy, Achievement and Resources) was created during the Fall Retreat. ASSC President Guzman impressed those in attendance by stating there were only eight ASSC members at the beginning of the school year and now there are 24 members. ASSC President Guzman closed his presentation by thanking everyone for their time and introducing some of his associates in attendance: current ASSC Interim Advisor Alvin Gubatina, Commissioner of Activities Kaelynn Malani and former student senator Rolo Mutul.

Trustee Schwarz thanked ASSC President Guzman for his report and asked if there were any theories on how and why there was such a drastic increase in the number of ASSC members. ASSC President Guzman believes it was due to their passion for wanting to implement a change on the Skyline College campus, especially because of the 50th year anniversary. Previous ASSC members and students alike understand they need to leave an impact and being a member of the ASSC was one way to accomplish this goal. ASSC Interim Advisor Gubatina stated it was a testament to the collaboration found on the Skyline College campus and it proves their ability to reach out and truly provide services to the student population. Trustee Mandelkern congratulated the ASSC team on their fantastic report and great activities, stating it made him wish he was still a student back at Skyline College.

ORGANIZATION OF THE BOARD OF TRUSTEES

President Goodman 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 Goodman started by taking the opportunity to thank the Board for allowing him to serve as Board President for the last year; it was a trying year, but he feels the Board will continue to build on its successes and overcome challenges as it did this year to build a stronger district for our students, faculty, staff and community to be proud of.

President Goodman proceeded to call for nominations for Board President and began the discussion by nominating Trustee Mandelkern as Board President for the coming year.

Trustee Mandelkern nominated Trustee Schwarz to serve as Board President; this was seconded by Trustee Nuris. In addition, Trustee Mandelkern requested to have his name withdrawn from the nomination list. Based on Trustee

Mandelkern's statement, Trustee Holober requested Trustee Mandelkern to clarify if he had any interest in the role of Board President, to which Trustee Mandelkern stated, "at this point, no."

Due to this action, President Goodman rescinded his nomination of Trustee Mandelkern and stated there was only one nomination for Board President left on the floor. By virtue of no other nominations, Trustee Goodman announced that Trustee Schwarz has been elected President of the Board by acclamation. President Schwarz then presided over the remainder of the meeting.

President Schwarz called for nominations for Vice President-Clerk. It was moved by Trustee Mandelkern to elect Trustee Nuris to serve as Vice President-Clerk. By virtue of no other nominations, President Schwarz announced that Trustee Nuris has been elected Vice President-Clerk by acclamation. Vice President-Clerk Nuris thanked the Board for his election.

President Schwarz proceeded to call for nominations for Secretary of the Board. It was moved by Trustee Goodman to re-elect Interim Chancellor Claire to serve as Secretary. By virtue of no other nominations, President Schwarz announced that Interim Chancellor Claire has been elected Secretary by acclamation.

President Schwarz then called for nominations for a Representative of the Board to serve on the County Committee on School District Organization. It was moved by Trustee Goodman for Trustee Mandelkern to continue to serve as Board Representative. By virtue of no other nominations, President Schwarz announced that Trustee Mandelkern has been appointed to continue serving as the Representative of the Board for the County Committee on School District Organization by acclamation.

President Schwarz added that Trustee Holober and Trustee Nuris would continue to serve as Board representatives for the San Mateo Community College Foundation to complete their two-year terms.

On behalf of the Board of Trustees, President Schwarz presented an award to Trustee Goodman in appreciation for his service as Board President during the past year. Trustee Nuris offered his thanks to Trustee Goodman for his leadership during a difficult year and appreciation for all of the added effort Trustee Goodman demonstrated during this time. Trustee Holober offered his thanks to Trustee Goodman as well, stating he demonstrated excellent leadership and devoted countless hours in his service on the Board, especially during numerous closed sessions. Trustee Holober continued to state that even though Trustee Goodman is leaving his position, he played a pivotal role and knows the Board has been left in a very positive and optimistic place for the future of the district. Trustee Mandelkern joined in on the accolades, stating it was a historic occasion when Trustee Goodman became president and has handled the position with nothing but grace, elegance and professionalism. Trustee Mandelkern stated he knew there was probably a lot of extra work Trustee Goodman wasn't expecting, but appreciates the leadership he showed during this difficult year. In addition, Trustee Mandelkern stated it was a tribute to our educational output to have a graduate of Skyline College take on the Board presidency.

President Schwarz called upon Interim Chancellor Claire to make a statement. Interim Chancellor Claire stated it was the last Board meeting for Ginny Brooks, Senior Executive Assistant to the Chancellor and Board of Trustees, and wanted to recognize her hard work and dedication to her position(s) and the Board by enjoying some refreshments during the recess. President Schwarz stated she preferred to do the resolution beforehand and then recess. Trustee Mandelkern had a quick procedural question about the leadership of the sub-committees the Board deals with regards to the newly reorganized Board positions; President Schwarz stated the leadership of the sub-committees should stay as-is. Interim Chancellor Claire gave a framed resolution to President Schwarz to announce regarding Ms. Brooks; President Schwarz proceeded to recite the resolution aloud and state it was passed by the Board of Trustees on today's date. Ms. Brooks thanked the Board and stated she was proud to have been part of an organization that is able to provide individuals with a better future. Ms. Brooks also took the time to welcome and introduce the new Executive Assistant to the Board of Trustees, Mr. Cirilo Espinoza.

RECESS

MINUTES

It was moved by Trustee Holober and seconded by Trustee Mandelkern to approve the minutes of the meeting of November 6, 2019. The motion carried, all members voting Aye.

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

CONTEMPORARY CONVERSATION REGARDING RACE, CLASS, GENDER, PRIVILEGE AND EQUITY: REAFFIRMATION OF THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT'S COMMITMENT TO EDUCATIONAL SOCIAL JUSTICE THROUGH ACCESS, AFFORDABILITY, INDIVIDUALITY, DIVERSITY AND INCLUSION (19-12-1C)

Trustee Holober questioned if this document contained existing language. President Schwarz confirmed it did, stating it was adopted in 2016. Trustee Holober stated this item seems to be a standing item on the agenda, but appreciates it because all of the details described seem to be right on target. Aside from social justice, Trustee Holober believes economic justice should be mentioned and/or referenced as well due to them being inextricably linked. President Schwarz asked if Trustee Holober believes there should be another bullet point; Trustee Holober believes another bullet point was not necessarily needed, but just a reference to economic justice in the second paragraph would be fine. After a quick conclusion, all Board members were in agreement with Trustee Holober's suggestion. President Schwarz asked if the appropriate staff would revise the document and re-submit it at a later date; Interim Chancellor Claire stated they would make the necessary changes and bring it back at a future meeting. President Schwarz furthered the conversation by suggesting to leave this as a standing item on the agenda, to which all of the Board was in agreement.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

President Schwarz called upon Interim Chancellor Claire; Interim Chancellor Claire took this time to offer his thanks to Trustee Goodman regarding his tenure as President of the Board and stated even though it has not been an easy year, things were pretty stable when having someone like Trustee Goodman as board leader. In addition, Interim Chancellor Claire personally thanked Trustee Goodman for helping him transition into the role of Interim Chancellor. Interim Chancellor Claire also congratulated President Schwarz and Vice President Nuris, and welcomed Cirilo Espinoza to the District and thanked Ginny Brooks for the pleasure of working together for thirteen years in various roles. Ms. Brooks has been the epitome of professionalism and Interim Chancellor Claire wished her all the best in her retirement.

Skyline College Interim President Dr. Jannett Jackson mentioned the power outage that affected the campus today; the lights are finally starting to come back on, so classes will resume tomorrow. Dr. Jackson also offered her thanks to Trustee Goodman for his leadership, being a symbol of what can be and what success looks like. Dr. Jackson also wished the Board a happy holiday season and prosperous New Year.

On behalf of Cañada College President Jamillah Moore, Vice President of Instruction Tammy Robinson offered her thanks to the Board and congratulated President Schwarz and Vice President Nuris on their new positions within the Board. Dr. Robinson also thanked Trustee Goodman for his service on the Board, what it represents for both the San Mateo County and African-American communities and his role as a dedicated father.

Chief Financial Officer Bernata Slater congratulated President Schwarz and Vice President Nuris on the new roles and thanked Trustee Goodman for all of his hard work during his presidency.

District Academic Senate President Jeramy Wallace congratulated President Schwarz and Vice President Nuris, thanked Trustee Goodman for setting an example in leadership and wished Ginny Brooks a lovely retirement. Professor Wallace acknowledged all of the administrators he has worked with lately, stating he could not do his job properly without their assistance. Professor Wallace continued to state even though this was only his second report, the Academic Senate has been very busy with some long-term projects and would be providing an update. Under past president Leigh Anne Shaw, an update to the process of establishing minimum qualifications was completed; Professor Wallace thanked Professor Shaw and Dr. Aaron McVean for their support and hard work on this when it was initially started in 2018. Another project currently being worked on is standardizing and providing equity in short- and long-term professional development processes and procedures, which was yet another project Professor Shaw started with the DAS during her time as president. Recently, the Academic Senate has started to update the policies governing the hiring evaluation of full-time temporary employees; Professor Wallace stated he has worked with Dr. Jennifer Taylor-Mendoza, Vice President of Instruction, and David Feune, Director of Human Resources, on this project. Faculty hiring is another topic currently being discussed by the State Academic Senate, State Legislature and State Chancellor's Office; Professor Wallace stated he and his team are currently working on ways to diversify the faculty at the college level and will be reaching out to certain individuals in the District with regards to implementing processes and procedures in our hiring practices to obtain a faculty which mirrors our student population. Professor Wallace has also began working with Human Resources to clarify the part-time/full-time hiring

processes and clarifying the faculty involvement in said processes. Mr. Wallace stated he believes the District is in a place to start ratifying these updates around Spring 2020 so that they may be implemented in the Fall 2020 semester.

Mr. Wallace proceeded to state the District Senate spoke about the Chancellor hiring process and the appointment of faculty to that committee. During the discussion, a concern was raised about using one of the faculty positions for the AFT. In doing so, one of the colleges' faculty bodies would lose its voice on the committee. The teaching, learning and cultural environment at each college campus is completely different and to take away one of those positions away from one of the colleges would leave a huge hole on the search committee. To resolve this concern, the District Senate is requesting the Board of Trustees add a fourth faculty member to the search committee that could be appointed by the AFT. President Schwarz stated the Board would likely discuss the concerns and questions brought forth by the District Senate after they receive reports from the consultants on the hiring process and come back to them at a later date.

STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

CSEA President Annette Perot thanked Trustee Goodman for his collaborative work with CSEA over the last few months and offered congratulations to President Schwarz and Vice President Nuris on their new roles in the Board. Ms. Perot stated CSEA recently held their annual holiday luncheon and thanked President Schwarz, Trustee Holoher, Trustee Mandelkern, Interim Chancellor Claire and other staff for attending the event. Around 120 individuals attended the luncheon and Ms. Perot stated a raffle was held in order to provide scholarships to students at all three campuses. President Schwarz thanked CSEA for the invitation to the annual event.

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 (19-12-1A)

President Schwarz stated there was a request to remove consideration of the position of Office Assistant II in Business, Education & Professional Programs/BAEC under "Short-Term, Non-Continuing Positions." In addition, President Schwarz stated there was also a request to remove the retirement of Russell Cunningham under "Public Employee Retirement and Resignation." It was moved by Trustee Nuris and seconded by Trustee Mandelkern to approve the actions in the revised report.

Trustee Holoher requested some clarification regarding a possible typographical error regarding the "January 1, 2019" date listed in the temporary positions section of the personnel report; Director of Human Resources David Feune stated this was indeed an error and would correct it to read "January 1, 2020." Trustee Holoher recalled his comments from the last meeting about retroactive approvals regarding hiring independent promotion decisions; he appreciated the discussion he had with Interim Chancellor Claire and was thankful for his report on the work it is going to take. Trustee Holoher understands things need to change, with most of it being a question of planning and boiling down to proper management. An organization of this size should generally be able to anticipate its hiring/promotional needs months out and Trustee Holoher believes there should be a way where this could be completed in a timely fashion and brought to the Board before an individual is on the payroll, transferred or promoted. Trustee Holoher appreciates this recognition and will vote for this report in that spirit, making note of the fact there were five backdated recommendations in the report (including one as far back as October 1, 2019, meaning this individual had been in place for around 70 days – which is not acceptable in his opinion). Trustee Holoher hopes by working with administration, this would no longer be the case.

Aside from the retirement of Ms. Brooks, Trustee Mandelkern wanted to acknowledge the retirement of Mr. Raymond Hernandez, Dean of Science, Math & Technology (formerly the Director of the Respiratory Therapy Program) at Skyline College. Trustee Mandelkern stated Mr. Hernandez was extremely instrumental in bringing forward our first bachelor degree program and would like to recognize all the work Mr. Hernandez did to secure this program at the community college level.

The motion carried, all members voting Aye.

APPROVAL OF CONSENT AGENDA

President Schwarz stated the consent agenda consists of Board Reports 19-12-1CA and 19-12-2CA. It was moved by Trustee Goodman and seconded by Trustee Nuris to approve the items on the consent agenda. The motion carried, all members voting Aye.

Other Recommendations**APPROVAL OF CHANCELLOR POSITION ANNOUNCEMENT (19-12-100B)**

It was moved by Trustee Goodman and seconded by Trustee Holober to approve the position announcement.

President Schwarz called on Dr. Joan Smith to present the report. With regards to the Chancellor position announcement, Dr. Smith stated four forums were held at each of the three colleges and one at the District Office. With well over 100 total people in attendance, Dr. Smith stated that opinions on San Mateo County strengths were voiced and taken into account from these town halls. Dr. Smith thanked David Feune for his assistance in the HR portions of the report and aligning her writing style with the HR procedures in place. Dr. Smith also thanked David McLain, Communications Manager, and Richard Rojo, Director of Community Relations and Marketing at CSM, for their assistance with graphics and overall design of the position announcement. In addition, Dr. Smith thanked Ginny Brooks, who was instrumental in coordinating numerous meetings with the District. Dr. Smith concluded her presentation and President Schwarz asked if any individuals in the audience wanted to comment on the report; no comments were made.

Trustee Goodman began by thanking Dr. Smith and her staff for all of the work that went into this process and report; he also thanked the District faculty and staff for their time and effort spent on this. Trustee Goodman continued with the possibility of the Board giving the directive to add another spot for faculty on the sub-committee (as requested earlier); as of yet, the committee has not been formed, but it is in the works and the Board would be willing to consider the directive at that time. If need be, the Board could take formal action at a future Board meeting.

President Schwarz requested clarification on the actual number of spots on the Chancellor position search committee; Director Feune stated the decision was to have three faculty, three classified staff, three administrators, three students, one trustee and two community members on the committee. Professor Wallace clarified, stating the three faculty positions would be one from each college appointed by the District Senate and then the requested a fourth spot being a member of the AFT (a union appointment). President Schwarz and Trustee Goodman commented on the fact that this would affect CSEA and AFSCME and stated this concern had been previously discussed. Director Feune stated AFSCME would fall under CSEA because they are the body that would appoint the three classified positions on the committee and would be selecting the AFSCME individual. Trustee Holober clarified the current number of positions on the Chancellor position search committee again (15) and stated he would be in support of Trustee Goodman's suggestion. The size of the committee is a bit concerning, but it would be a balancing act, and Trustee Holober understands that CSEA is designated to be the appointer of any classified position. Trustee Goodman remembers enforcing a cap of 17 positions on this committee, so the request for a fourth position would still fall within that amount; at this point, however, he is unsure of how to guarantee there would be proper AFSCME representation versus just CSEA appointments. Ms. Annette Perot stated CSEA has already had a conversation with AFSCME about having an AFSCME member as one of the classified positions and is currently working with them to appoint one of their members while still making sure all prerequisites are met. Trustee Holober suggested to proceed with adding the one classified position to balance (per the request of the Academic Senate) and rely on good faith that AFT and AFSCME would make appropriate appointments. Trustee Nuris confirmed that even though individuals would be nominated or suggested for the committee, the Board would still have the final say as to the appointment of the positions. Trustee Holober stated AFT would need to submit one name to the Academic Senate, who would in turn submit the four nominations to the Board. Trustee Nuris questioned if this process would be problematic; Director Feune cited California Education Code, stating that Academic Senate is the appointing body for faculty, while CSEA appoints classified positions. He continued to state from his conversations with both union bodies, they would be bringing forth not just a recommendation, but the person they appointed to the position; Trustee Nuris stated he was fine with this as well. Trustee Mandelkern stated he was a bit reticent to expand the size of the committee beyond what was previously discussed at the November 6, 2019 Board meeting; however, he also believes if it is the will of the Board to approve this based on balancing purposes for faculty and classified positions, then it would be a very reasonable step to take. Trustee Mandelkern continued to state it would be nice if one of the classified positions could represent the District Office and a balance in diversity on the committee would be well appreciated. Dr. Jannett Jackson requested to make a point of clarification by stating Title V

does not speak to directing any classified union to follow this format and procedure (it is up to each district); it speaks only to the Academic Senate. It is this district's policy and in our contract with our bargaining unit, but not in Title V.

President Schwarz thanked Dr. Jackson for this reminder and proceeded to sum up the requests, thoughts/opinions and suggestions left on the floor regarding the Chancellor position search committee. Trustee Mandelkern requested in the spirit of good faith that the unions would listen to the suggestions of the Board and appoint appropriately. Ms. Perot stated their plan is to have an AFSCME, CSEA and a non-representative member appointed and make sure all groups are represented; the Board was in agreement with this solution. Interim Chancellor Claire noted a key feature of this procedure is regardless of who or what group has appointment rights, it is still a collaborative process; ultimately, the obligation is to have balance and make sure it is conducted in a collaborative fashion. President Schwarz agreed, stating she believed CSEA and the Academic Senate were acting in the best interest of the search committee process and surmised the need for an additional two positions (one classified and one faculty) on the Chancellor position search committee for a total of 17 spots; the Board agreed.

Trustee Holober requested to discuss the announcement of the Chancellor position with Dr. Joan Smith and began by saying how he appreciated all of the hard work and thought that went into the announcement, specifically the discussions regarding the strategic plan, student success, equity and social justice and how these aspects are brought to life and are central to the District's mission. However, Trustee Holober suggested some enhancement in areas of the announcement, such as the section regarding academic excellence. In addition, Trustee Holober stated there is virtually no discussion regarding the role of the Board of Trustees and the relationship between the Chancellor and an elected governing board and would like this explicitly discussed in the announcement. Trustee Holober also believes the applicant should have past experience working with appointed and/or elected governing officials and it should be reflected in candidate cover letters. Dr. Smith was receptive to the suggestions and stated they could be easily included.

Trustee Mandelkern requested to address the area in the announcement regarding "SMCCCD Strengths," specifically the last bullet point ("Community Supported"); he believes an applicant outside the state of California would be unfamiliar with this aspect, so some explanation would be appreciated. Trustee Mandelkern also questioned the placement of "beautiful campuses and grounds" in the list of strengths; it is certainly a nice attribute to have, but Trustee Mandelkern wondered if it truly needed to be at the top of the list due to other institutional strengths he felt would rank higher. Dr. Smith made note of these suggestions as well.

President Schwarz asked Dr. Smith if the aforementioned suggestions and revisions seemed feasible within her guidelines and timing; Dr. Smith stated she could work with Director Feune the following day and easily make the requested changes. Director Feune requested clarification from the Board; after the requested suggestions and changes are made in the announcement, does he have clearance to go ahead and post the position? Trustee Holober requested after the changes are made if Director Feune could consult with President Schwarz and Vice President Nuris first for feedback without having to wait for another Board meeting; Director Feune was in agreement with this request. Dr. Smith asked if she needed to work with the Board President and Vice President as well or should she continue to work with the sub-committee as she had already been doing; the Board stated she should continue her work with the sub-committee.

Trustee Mandelkern had one additional question, referencing the application procedure portion of the announcement. The position states it is "open until filled," but there is an initial screening with a deadline of February 19, 2020; Trustee Mandelkern wondered if the process would allow room for a last-minute applicant or submission and how it would work; Dr. Smith gave a brief explanation as to why this was included, but stated it really didn't matter and could remove it at the Board's request, leaving a hard deadline of February 19th. Trustee Mandelkern wished to honor a process so that everyone applying could have an equal chance and no one could short-circuit the process at the very end; this would mean enforcing a hard deadline of February 19, 2020. The rest of the Board was in agreement with Trustee Mandelkern's suggestion. Dr. Smith wanted the Board to be aware of her final meeting with the sub-committee before the position closes (part of the normal process anyway); she will make the necessary changes on her end and submit the amended announcement to Director Feune within the next day or so.

The motion carried, all members voting Aye.

ADOPTION OF RESOLUTION NO. 19-21 IN SUPPORT OF PROPOSITION 13: PUBLIC PRESCHOOL, K-12, AND COLLEGE HEALTH AND SAFETY BOND ACT OF 2020 (19-12-101B)

It was moved by Trustee Goodman and seconded by Trustee Holoher to adopt Resolution No. 19-21. The motion carried, all members voting Aye.

SETTING OF BOARD OF TRUSTEES MEETING DATES FOR 2020 (19-12-102B)

It was moved by Trustee Nuris and seconded by Trustee Goodman to discuss and set the meeting schedule for 2020.

After discussion, it was decided that no Board meeting dates would be changed.

Trustee Mandelkern asked if the commencement dates for Spring 2020 were known so that he could put them in his calendar; at this point, the dates have not been determined yet, but they usually fall on the Memorial Day weekend, with College of San Mateo and Skyline College having their ceremony that Friday (May 22nd) and Cañada College that Saturday (May 23rd). Interim Chancellor Claire stated he would confirm the dates as well. The motion carried, all members voting Aye.

INFORMATION REPORTS

UPDATE ON CAÑADA COLLEGE BUILDING 1 – KINESIOLOGY AND WELLNESS PROJECT (19-12-2C)

President Schwarz called upon Interim Chancellor Claire to initiate the discussion. Interim Chancellor Claire stated he appreciated the conversation at the last Board meeting and mentioned discussing 13 items; the number of items has increased to 17. Interim Chancellor Claire continued to state he was very pleased with the progress of the various projects and wanted to stress this is very difficult work with many individuals and different opinions involved. Even though it is important to look at the history to see what has been done, now is the time to start looking forward. At this point, Interim Chancellor Claire stated it is all about finalizing Building 1; he continued to say it is critical to have solid communication and agreement on exactly what has already been agreed upon and you may disagree about the resolution of the item, but you have to agree to what the issues are. Interim Chancellor Claire stated even though there is still some work to do, we are in the final steps and on our way to a ribbon cutting.

Cañada College Vice President of Instruction Dr. Tammy Robinson began the update by stating there have been meetings on a weekly basis regarding all 17 items and most have been resolved; a few items will require a bit more time and planning as they move closer to the opening of the building. Dr. Robinson introduced Matt Lee, Interim Director of the Kinesiology, Athletics and Dance (KAD) department, and stated he would be presenting the report. Interim Director Lee thanked everyone for their time and sharing their concerns regarding some of the issues at hand. He also asked the audience to reference a handout, which was circulated. Interim Director Lee stated he would go through the list and provide a brief explanation/update for each of the 17 items.

- Entry Lobby – referring to the reception desk/area at the entrance of Building 1. Currently, this area is identified as “Enterprise Space” and academic personnel would not be situated at this desk to greet any individuals as they enter the space. KAD would like a presence there, although the building is not yet built and they actually don’t have that position; it’s been proposed and gone through the process, but it has not been funded for this fiscal year. The role has yet to be determined, but there are possibilities to open it up for discussion down the road. Essentially a “yes” from KAD, but pending updates.
- Membership Office – needing further discussion. Administration is aware of KAD’s requests in that the academic space be strictly available to the academic personnel. Further discussions between KAD and the District will be needed.
- Laundry – all parties are in agreement that this issue is resolved. It will be located on the second floor of the building for use by the varsity team.
- Mother’s Room – resolved; requirement through state legislation has been understood.
- Men’s Locker Room in Enterprise Space – still needs further discussion. Administration understands the accessibility need for all parties and use by the general student population for restroom and shower purposes. Dr.

Robinson stated this was a major legal issue with regards to the homeless student population and she confirmed just last week that the students will have access to the showers; further details will be worked out down the road.

- Academic Space – can be reconfigured to allow KAD programming.
- Visitor’s Team Room – resolved; wall can be eliminated to increase the square footage of the varsity weight room.
- Gymnasium – three items are still in discussion; bleachers issue has been resolved, with new bleachers being installed.
 - a. Basketball Hoops – to be discussed further. Issue of permanent vs. suspension; the latter is favored so that they can be moved for KAD needs. Jack Herbert, Director of Construction Management, is looking into possible solutions. Dr. Robinson stated there are some solutions on the table, but they may require DSA approval; DSA approval will involve costs and possible delays. Waiting to get more research back, so the issue is resolved for now pending more data.
 - b. 2nd Floor – discussion of actually looking into the gymnasium from an instruction standpoint. Possibility of using a partition or some sort of apparatus to separate the two areas. Director Herbert is looking into this as well for possible solutions.
 - c. Gymnasium Floor/Ceiling – compliant with California Community College Athletic Association (CCCAA) standards and the NCAA.
- Pool Storage – resolved; space will be shared.
- Fitness Room – resolved.
- Fitness Lounge – further discussions are needed; potential to teach in this area was proposed today. Dr. Robinson stated once the building is completed, it is an issue that can be addressed at that time.
- Fitness Floor – being discussed.
- Parking – 350 new parking spaces will be available; request was made for KAD to look into how many parking spaces would be allocated to students vs. faculty/staff.
- Classroom Space – resolved in the sense that they want to look at if/how CSM’s programmatic approach would work there.
- Ceiling – resolved.
- Hall of Fame Space – resolved; there will be an area designated.

Mr. Lee recognized all of the work that has gone into this building; President Schwarz agreed, stating it looks like a lot of work is being done. Interim Chancellor Claire offered his thanks to Dr. Robinson, Interim Director Lee and the rest of the KAD faculty and classified staff for their weekly meetings and disciplined approach to get this building built. There are clearly some issues that still need to be discussed, but Interim Chancellor Claire is confident everything will get resolved.

Trustee Holofer stated he had a comment, but chose to wait to make his statement until after the public had their opportunity to make any comments. President Schwarz stated since the report that was just presented was an information report, there are normally no public comments made; she waived this rule and allowed the public to approach the podium for comments.

Sophia Tess, a student and member of the Cañada College tennis team, referenced a handout from her coach, commenting on the issue of the classroom not being resolved yet and indicating it has been classified as “shared space.” Ms. Tess

questioned why the external management system needs a classroom; since it is an educational space, it should be dedicated to the students. Dr. Robinson responded, stating the classroom is a KAD-dedicated academic space.

Maxine Turner, a member of the public, sent a letter regarding Building 1 to the Board of Trustees. She stated that was shocked, both as a taxpayer and voter, to come to Board meetings and hear from KAD faculty and staff that educational issues were not being addressed; however, she is really pleased to see that progress is being made. Ms. Turner is still concerned about the fact that this project was never described in the beginning and how it morphed from a \$40 million project into a \$120 million project; she believes this is incomprehensible. Ms. Turner made a request to staff about six weeks ago on how this occurred and if there was a report or something on the website that shows what was added. In terms of the size, Ms. Turner quoted Trustee Nuris from the last Board meeting, “well, this is such a big building, obviously it was always going to be used for something else.” Ms. Turner stated in her letter it was not always understood that this was the case. In terms of public trust, transparency and accountability, this is of grave concern to Ms. Turner. She understands that many individuals present at the Board meeting work extremely hard to make these facilities, but when something goes so off-course (like how this building has), she believes it is very important for both the administration and public alike to understand how it happened. Ms. Turner referenced a comment made earlier in the night about the costs connected to changing a basketball hoop, stating it was ridiculous since \$120 million had already been spent. In closing, Ms. Turner requested administration and the Board of Trustees to be honest and take care of faculty and students (because that is where her money should be going to). She would still appreciate some documentation as to how this building went from what was proposed to where we are now and ideas on how to move forward without this happening in the future.

Jeanne Stalker, substitute program director at Cañada College, stated she couldn’t agree more with Interim Chancellor Claire, stating it is time to move forward and find ways of getting there. At this point, she questioned the Board as to how we would go about this – the funding of more full-time faculty and coaches? When Jeanne began her employment years ago, there were 50 full-time coaches and now we have two; how are they able to compete with the other colleges? These are full-time students who average 17-19 units per semester and our GPA is 3.83 per athletes; this is something to be proud of, so how can we go about rebuilding and revitalizing her department?

Vera Quijano, assistant professor at Cañada College, said she wanted to speak on her parents’ behalf, as her mother voted “yes” on Measure H. Her mother is very disturbed by this report, as it seems the focus has shifted away from the students. Professor Quijano would like to know who in attendance of the Board meeting is responsible for the misdirection of guidance and misappropriation of funds. She stated that for the last four months, she has attended multiple meetings on her own time and it seems as though no one in administration is putting the students first; it is disrespectful to faculty, staff and the students themselves. As an example, Professor Quijano referenced the first point on the handout (“Entry Lobby”), asking why there is no academic representation. She wondered how students straight out of high school are supposed to figure out how to navigate through without any academic representation. Professor Quijano stated she has been in her position for about 20 years and finds it hard to believe that no one is putting needs of the students at the top of the list. She is beyond the point of consistently hearing the same excuse over and over and would like someone to speak up and take responsibility. While in agreement with Interim Chancellor Claire on moving forward, Professor Quijano wondered how we could even get there. She referenced the estimated membership numbers of the enterprise clients (anywhere from 4,000 to 9,000), but with only 350 parking spaces being added, students are concerned about the parking and no one is listening to them. Professor Quijano wished there was at least one individual who would back up KAD faculty and students so they in turn could support students through Measure H. Regardless of if someone voted for Measure H or not, we are still paying for Exos and their service, which is essentially letting a company designing a teaching- and learning-centered environment for our students all on their own (with little to no knowledge of what a “teaching space” should be).

President Schwarz thanked the public for their comments. Trustee Goodman began by saying it has been a long four months, but we are experiencing an opportunity to make some movement and possible changes to ensure we are putting our students first. Trustee Goodman is seeing a lot of movement, but wondered if we were receiving it from the right areas and does Exos have the proper motivation to put our students first. He stated the changes being spoken of could have been brought to the table four months ago – even a year ago – but they weren’t. Trustee Goodman continued to state that as Exos ends its contract with the possibility of renewal, the Board (along with administrators, faculty, staff, students and the community we represent) understands everything that has transpired and will take it all into consideration when discussing the renewal of said contract. Their actions, inactions, ability to work with our administration to put our students first; Trustee Goodman hoped this has been already been communicated to Exos and promised he would remember what they’ve done, how they’ve

done it and whether or not we're putting our students first. He has researched Exos' competitors and found there are other organizations that do this kind of work and are willing to make sure our students are put first.

Trustee Holober acknowledged Trustee Goodman's comments, stating there should be no assumptions on who will be running the facility and we should complete a competitive RFP process. Trustee Holober also stated he would consider the facility becoming a District-run operation, believing it would be well-run by the District (as opposed to being contracted out), and understands the individuals currently assigned to this relationship have a strong belief that that's not possible; he continued to say that as we consider our future, we should get some new faces and voices involved in analyzing that option. Trustee Holober acknowledged the work that has been completed at the direction of Interim Chancellor Claire, stating it may have been a different approach than what was conducted in the past. While he appreciates the Building 1 report, the development of and going through the list, Trustee Holober feels as if a majority of the work feels like it's being completed at the "goal line," where so much of the planning and development of this building was done without the proper input from faculty, staff and students – the individuals who would actually be using this facility. There is a lot of instructive value looking through the report and Trustee Holober believes this whole process was not done right and is an example of how not to do things. However, we need to learn from it and make changes down the road in our processes and, if necessary, possibly the people who are responsible for those processes. Trustee Holober stated while looking at this whole process, we need to identify what was done wrong and how it was done wrong. As early as May 15, 2013, there was a meeting conducted regarding this facility; talk of a private membership athletic club became evident a month later (June 17, 2013). According to Trustee Holober, the Board approved a Board report one month later that made no mention of any private membership athletic club for non-members of our campus community. On January 31, 2014, there was a meeting which included representatives from Exos who discussed in detail a 4,000-member private club in this facility; however, according to another Board report received and approved on June 25, 2014, there was no mention of a private club and the facility would only be for the use of our campus community. This, in turn, led to the July 2014 vote to put the measure on the ballot.

Trustee Holober continued that this doesn't speak to the exclusion of the KAD faculty, staff, students and the Board; the Board wasn't aware of what was being planned by staff, all the while being provided different information. In his opinion, Trustee Holober believes this is a very serious transgression, from which rules and regulations need to be developed so that this doesn't occur in the future. Trustee Holober counted at least 50 meetings in 2017 and 2018 to discuss many details regarding the construction of the facility; he was told there were no KAD participants at those meetings, but understands the meetings may have been at a level where KAD faculty was not needed. Trustee Holober has a hard time believing a deal that close to finalization was completed without the proper participation of said staff and it is completely the wrong way for the District to conduct business. When the plans were finally unveiled at a large meeting he attended in August 2019, Trustee Holober stated it basically led to a revolt by the individuals who were first learning about what had been developed without their participation. Trustee Holober stated for the record he is glad the revolt occurred as he believes it is a healthy thing and appreciates the Interim Chancellor Claire's leadership in working to address the issues that the Board had been told were addressable. There are many issues that are not addressable as it is too late in the game, so we need to move to a point where we can find a lesson to be learned. If the lesson is to not involve those whose input should be included nor those who make the decision to put this process in place and in the end say "it's kind of a done deal, but we can tinker with it," then we should keep doing what we are already doing; Trustee Holober believes this goes greatly against the spirit of how we are supposed to operate as a district. He is hoping the list that was discussed earlier will be addressed to the satisfaction of the employees and students who will be utilizing the facility and he is not prepared to accept something short of that; no progress on any of the issues discussed earlier would be completely unacceptable in Trustee Holober's eyes.

Trustee Mandelkern began by stating he does not disagree with what his colleagues have already stated and he appreciates the efforts of Dr. Robinson and Interim Director Lee trying to reach some conclusions. At this point, he believes it is important to separate out the time-critical pieces that have to deal with construction and then deal with programmatic issues. Trustee Mandelkern stated if there is a need to say stop and hit the "pause button," he is fully prepared to do so, even if there is a cost in construction because we need to get this right. He is encouraged by the progress he is hearing and thanks the multiple groups for coming together to try to reach some solutions, but believes this is something that should have been done a couple of years ago and not during the 11th hour while construction of the building is already underway. Trustee Mandelkern proceeded to thank Ms. Terner for being a member of the Bond Oversight Committee and her communication with the Board; he reminded the audience that one factor for the drastic increase in funds is due to the dramatic rise in construction costs in the Bay Area. Trustee Mandelkern ended his comments by saying the Exos contract (up for renewal in 2020) must have a thorough undertaking; he has a completely open mind at this point with regards to what the nature of

the operation might be and/or if it should resemble anything already at Cañada College or College of San Mateo. In addition, no one should assume the Board has already made a decision about who the operator of this facility is going to be.

Trustee Nuris stated he would agree with most of what was already said, declaring he cannot account for most of what was previously said or decided upon as he was not a trustee at that time; since he can only observe at this point, his first observation is that he sees a very large building he doesn't believe would have been planned at all without the thought of some sort of outside club coming in and occupying the space (akin to the College of San Mateo). Trustee Nuris stated his second observation is as an educational institution, we cannot know from year to year what the financial situation will be; this district has already gone into enterprise areas in order to raise funds outside of those already coming in from the state and various taxations to supplement and pay for things we want our students to have. If we have a building that can serve all the needs of our students, faculty and staff, while at the same time providing an outlet to our community for their wellness needs, Trustee Nuris doesn't view this as a bad thing for the District or the school because it only serves to increase the flow of support to the school. He is confident we can work together to figure this out and is not about to start trying to find a scapegoat; whatever happened is in the past and we can't change all of the things, so he believes all should work together to change what we can now in order to provide something that is in the best interest of our students, faculty, staff and community. Trustee Nuris is hopeful the end result will allow the District to continue to gain the financial aspects that benefit the school and various programs we have. There is a balance and Trustee Nuris will be looking at everyone to work together in good faith to achieve that goal.

Interim Chancellor Claire reassured the Board that the true test of a good building is if it is still functional 10-15 years out; for this to happen, you need to design a building to be as flexible as possible. Like Trustee Nuris, Interim Chancellor Claire is new to this as well, but see the potential given the amount of flexibility. He used the open design of Building 10 and the Learning Center on the College of San Mateo campus as an example; while controversial at first, Interim Chancellor Claire and Vice President of Instruction Jennifer Taylor-Mendoza were able to design a building with supreme flexibility and that would change over time. Interim Chancellor Claire cautioned the Board about stopping construction, stating we do not have bond dollars for a "do-over" at this point (as advised by Chief Financial Officer Bernata Slater). Interim Chancellor Claire does believe we can get this done; the weight room has been made bigger and there are some walls that can be put in here and there, but he cautions there are some designs we should be careful in implementing because we may not be able to recover from them. In keeping the open design, the building will be able to change over time.

President Schwarz thanked the members of the Board for their input and proceeded to make her comments, stating she would first like to compliment the resolutions that have occurred on the building thus far. She requested clarification on the items there were a "no" for now; is it definite or are they still open for suggestions? Dr. Robinson stated the whole list is essentially open for suggestions and is still receiving input. President Schwarz thanked Dr. Robinson for her response and stated she is hopeful we can reach resolution on all of the issues in a timely manner. "We can't move forward if we keep bringing up everything that happened in the past," President Schwarz stated; some of the items just need to end so that we can look forward to what kind of facility we're going to have. President Schwarz recalls going through numerous Board reports regarding construction, materials, labor costs and other factors that have led to the escalation in the cost of the building (which we should all be aware of); the increase does not stem from the planning and/or design of the building at all. She continued to state it was assumed because this building was so successful at the College of San Mateo, we had the possibility to do the same thing at Cañada College; people wanted this facility there and it was never a secret. President Schwarz continued to remind everyone in attendance that we have to let go of some of these issues in order to move forward; she stated she has questions like everyone else, like why is there a pool when we have no swimming team? Maybe someone is being progressive enough to look toward the future and think about having things we didn't have in the past, which could result in wonderful possibilities. "We cannot stop what's there, but we can certainly work together to make what's there better," President Schwarz added. She takes offense to the statement made earlier about students not being put first; students are always first in this District, no doubt about it. Faculty and staff most definitely come next; we wouldn't have created this facility at the College of San Mateo and now Cañada College if the District didn't care about the wellness of their students, faculty and staff. President Schwarz ended her comments by stating she has seen nothing but positive benefits come out of this scenario from the College of San Mateo and we will get those same results eventually at Cañada College if we just take a step back to reflect and proceed to work forward together toward completion. We may not like everything, but we must come to a mutual decision in order for this to work properly.

ADDRESSING HUNGER AND FOOD INSECURITY (19-12-3C)

President Schwarz called upon Vice Chancellor of Educational Services and Planning Dr. Aaron McVean to initiate the discussion. Dr. McVean thanked President Schwarz, members of the Board, faculty, staff and those in the community for their time and proceeded to reference his report (included in the Board Packet) on how the District is trying to address hunger and food insecurity among students. Dr. McVean stated a survey was conducted in spring 2018 to receive feedback on student experiences with food and housing insecurities; results indicated nearly two-thirds of students reported experiencing some sort of food and housing insecurity in the previous 12 months and nearly half indicated the food they purchased just didn't last long enough. This shortage is something that has been identified as a reality across the nation and as a partial response to this, Dr. McVean's team has implemented a number of services to address this very real issue that is affecting our students' ability to achieve their educational goals. In this most recent fiscal year, the District allocated \$1million to launch a pilot program to continue to address the barriers students face; the details of this program are included in the Board report.

Skyline College Vice President of Student Services Dr. Angelica Garcia spoke about some of the existing services, reminding what was already available and what was planned for spring 2020. Dr. Garcia began stated even though we operate three distinct college campuses, it is clear we are still one district and students deserve to have a common experience across the three campuses; the evolution and growth of the SparkPoint centers throughout the District have been a shining example of what that looks like. Dr. Garcia referenced the report in the packet and pointed out there were descriptions of the variety of programs offered at each of the three college campuses intended for students; these programs include food pantries, a "grab & go" program and at Skyline College there is now a free community market. Colleagues within our district share in this good work and many individuals work together to figure out how all three colleges can best collaborate; Director of SparkPoint Chad Thompson has gone to the state capital to present on our behalf and hopefully appeal to the state's year-end donation program. Dr. Garcia stated the SparkPoint centers are tailored for short- and long-term needs, such as financial coaching and savings support programs. She continued to state that food insecurity is systemic and institutionalized and not just one thing will overcome it; the program being developed to help combat this issue consists of a team across the District. Dr. Garcia mentioned the report and how it explains who is involved and the efforts they undertook to get input from all three campuses and community members to get a sense of what it means to support students and develop this program; Dr. Garcia and her team also performed research on the Hope Centers to achieve this goal. They found that community colleges, specifically in the state of California, are more expensive than colleges in the UC system due to the way our funding is provided.

Within the program, Dr. Garcia stated we have \$1million and are using Pell Grant recipients as a proxy for low-income status; the program is designed, however, to assist a student any time they present as having a need and there would be access within our realm to support the student. In addition, there is an intentional case management model so that students could receive up to \$300 a month and have access to hot meals multiple times throughout the day. Dr. Garcia continued to say they focused on having a dignity-centered program, which is viewed as a retention strategy; feedback from students on all three campuses helped to develop this approach while still maintaining the having the highest level of dignity for students. The timeline presented in the report is accurate; the pilot program is ready to be launched in the Spring 2020 semester and the teams have mobilized at the three campuses using a combination of SparkPoint and student support. The program would allow students to purchase warm food at our campuses and have case management and/or program support. Dr. Garcia stressed that a student does not need to be Pell Grant eligible in order to receive assistance; if a student discloses the need to a faculty or staff member, Dr. Garcia's team is ready to mobilize and assist when needed. We are in a really unique place right now because many colleges across the state are trying to find ways to support their students; EOPS at Cañada College was a big influence and model for this program in providing hot meals to students. Dr. Garcia stated that she feels privileged to work in a district where students' needs are a primary focus and to have a team that cares so much about wanting to help students in any way, shape or form. She also feels we are in a position to support our students and not let them feel they are less valuable in the hierarchy of public education in the state of California.

President Schwarz thanked Dr. Garcia for her efforts and opened the floor up for discussion. Student Trustee Chavez questioned what happens once the funds are exhausted and students still express the need for it; Dr. Garcia stated they are looking into learning what the thresholds of need might look like and referenced the Board report for further explanation and projections. Dr. Garcia has been told these are one-time funds and not to expect them to continue, but she is hopeful decisions made down the road would allow for this program to continue. Trustee Nuris stated once you have a grant to fund a program, many times it is a great launching pad to go out and get other agencies and/or organizations in the community involved and possibly on board based on the history you're creating. He continued to say we should be sharing this

information (if not already) with city councils and other school districts; the more information out could possibly springboard into other areas of support.

Trustee Mandelkern thanked Dr. Garcia for the update and report and believes it is critically important to support our students in their successes. We are well aware of the support that is directed to the K-12 level, so Trustee Mandelkern is glad to see that thoughts, support and programs are finally being implemented in the community college system. There is a lot of support with the need for lunches and hot meals for children and it seems that once they graduate, the notion is that the needs just disappears, which we all know is not the case. Trustee Mandelkern wanted to add a bit of cautionary advice, stating “don’t let perfect be the enemy of good enough.” We are striving to have a perfected system of providing three hot meals a day, but we shouldn’t let that interfere with getting what we can out to students; we should start doing something now and then work our way up before we really roll anything out. Trustee Mandelkern is also aware of two initiatives at the state and federal levels and is curious to see if we could tap into those resources; the former being the governor specifically allocating money to the community college system to address hunger, while the latter involving a program created by Anna Eshoo and Adam Schiff called “Food For Thought.” With the governor’s allocation, there seems to be a hierarchy on how the community college districts within the state rank, so Trustee Mandelkern is unsure of how that would work. With regards to the “Food For Thought” initiative, Trustee Goodman added that it has about a 6% chance of passing, so it’s not something that will happen for sure.

Addressing the state program, Dr. Garcia stated there are two data variables that often determine whether it’s a competitive grant from the State Chancellor’s Office or just a “this is how we’re making allocations.” Whenever we’re talking about food and housing for students, the two data metrics are the Pell Grant recipients and the California College Promise Grant (CCPG; formerly known as the Board of Governor’s Fee Waiver). Dr. Garcia stated these are usually the factors that set a baseline for a proxy on how the funds will be distributed. In addition to this aspect, funds are distributed to colleges that have established community partnerships; due to our SparkPoint centers and other local agencies, we have strong ties to the community and this translates to more grants. Concerning the receivable grants which will be used for food, Trustee Mandelkern questioned if we knew how the distribution would occur. Dr. Garcia stated at this time, we don’t know what the allocations will be nor if it will be competitive; the hope is that it is based off of the two aforementioned factors and not be competitive, but we should find out in January 2020.

Student Trustee Chavez referenced the two pilot programs in the report and wondered which version would be rolled out in the Spring 2020 semester. Dr. Garcia stated they are actually going to roll out both at the same time and evaluate which one works best on a case-by-case basis; some students are very connected in the programming on campus, so the need to disclose would come easy for them. We also want to reach those students who are not as connected and make sure they are not being excluded from this service; there are no unit enrollment restrictions, so any student should feel welcome to disclose. Student Trustee Chavez asked how a student could go about applying for this program and Dr. Garcia stated there will be communication to students via posted information and word of mouth. In addition, the colleges already have CARE reports where faculty and staff can disclose on behalf of a student and students will sometime disclose their situation in actual assignments, so Dr. Garcia stated faculty will be tasked with paying more attention to this aspect of the classroom. President Schwarz thanked Dr. Garcia for the information and stated she is anxious to hear their first report.

REPORT ON ENERGY, SUSTAINABILITY AND CLIMATE ACTION (19-12-4C)

President Schwarz called upon Energy and Sustainability Manager Joe Fullerton to initiate the discussion. Mr. Fullerton stated he would be conducting more of an interactive presentation and proceeded to introduce and describe the role of each member of his team: Madeline Willett (Utility and Sustainability Specialist), Isaac Knipfing (Utility and Sustainability Specialist), Fatima Abdul-Khabir (Decarbonization Fellow) and Isabel Pares (Zero Waste Associate). Mr. Fullerton continued to state the primary role of the Sustainability program is to mitigate the risk of violating regulations and requirements put in place by state law; in his presentation, Mr. Fullerton presented a slide of several regulations our district needs to abide by, such as greenhouse gas reductions, electric vehicle requirements and requirements for sustainable procurement. Most recently, the Board of Governors developed a set of policies to align with these goals; one goal is the 40% reduction of greenhouse gas emissions to below 1990 levels. Mr. Fullerton stated it will be hard to achieve this goal because we are unaware of what our 1990 greenhouse gas emission levels were and we only have a short time to reach those levels. Mr. Fullerton continued to highlight the mitigation of risks, stating he and his team are working in a collaborative sense to engage and enrich students, faculty, staff and the greater community, while empowering everyone with the ability and knowledge to make a change.

Madeline Willett stated we are making progress on a variety of energy and sustainability topics; most of the topics were established in 2013 and the team has done their own research to identify certain goals, drive business value, mitigate risks and connect with stakeholders. Ms. Willett stated the Energy and Sustainability team is using “campus is a living lab” as a primary vehicle of progress, which means turning each of the three campuses and their respective operations and facilities into labs where students can learn about and engage in sustainability topics. In addition, “campus is a living lab” allows for putting students first by prioritizing learning, all the while achieving facilities excellence by building a bridge between our students and operations team. Ms. Willett continued the discussion while referencing her presentation; she spoke about students who were learning about global water conservation efforts and collecting data from campus water use. By the end of the lecture and lab, these students were able to work together to identify roughly \$28,000 of operational water savings. Ms. Willett proved that while “campus is a living lab” has social benefits between students and operational benefits for the district, there are also academic benefits; students are able to engage in peer-to-peer learning and problem-solving and connect to their work and studies in a more physical way.

Isabel Pares explained that students at Skyline College were directly responsible for the district-wide composting program; they noticed around 60% of our disposed waste consisted of organic/compostable materials and this waste was going to landfills instead of suitable locations (our campuses didn’t have compost bins at the time). The initiative shown by these students inspired the program, with composting bins and recycling stations being placed throughout all three campuses. Ms. Pares stated they are there to support the students in their desire to make the campuses more sustainable because they do care about the environment and finding ways to combat climate change, which affects all of us. The idea of making our campuses more sustainable is about environmental and social issues and doing things right. In terms of zero waste, Ms. Pares stated we are on track for reaching a 70% diversion rate for our waste; we have a goal of being a “zero waste district” by 2025, so this high diversion rate really helps. Ms. Pares clarified that zero waste doesn’t just mean recycling and composting; we are also looking at our business operations to make sure we are not generating unnecessary waste and greenhouse gas emissions. By working with General Services, we have been able to begin work on a sustainable procurement policy for the district, where the idea is to reduce the environmental and carbon footprint of our purchasing practices. Ms. Pares ended her presentation by saying she is very excited and proud to work for an organization that is not only envisioning the future, but taking proactive solutions and actions along the way.

Fatima Abdul-Khabir stated she grew up conscientious about energy-saving processes and procedures; her family eventually purchased solar panels and this led to her interest in sustainability. She is extremely happy to be here, working with SMCCCD on such large- and small- scale energy projects. Ms. Abdul-Khabir proceeded to state that she and Ms. Pares are “Climate Core Fellows;” Climate Core Fellows have been helping the Sustainability team on projects for the District since 2014. Their main objective is to learn and continue work on driving down the District-wide operational cost. Ms. Abdul-Khabir referenced a slide in the presentation, pointing out how past Fellows have assisted in achieving this goal.

Isaac Knipfing stated he has worked with SMCCCD for the past two years and, in each year, has seen a different set of challenges posed to the District. In November 2018, many challenges stemmed from the fires in the North Bay; the impact these fires had on our campuses was great, with the colleges being shut down for several days. For 2019, Mr. Knipfing stated just the threat of fires triggered the “public safety power shutoff” event (PSPS), which caused our campuses and dwellings to periodically lose power. Unfortunately, this is our new normal; Mr. Knipfing stated this is directly due to climate change and we should also be worrying about other problems that stem from this, such as rising sea levels. The greatest effects of climate change seem to appear on our most marginalized communities in San Mateo County. Mr. Knipfing continued to state the effects of climate change on human health have been drastic, while referring to the presentation. He is proud, however, to work with an organization that is addressing climate change and taking steps to help students combat the subsequent issues, such as food shortages, affordable housing and transportation. Mr. Knipfing stated one of the best and fastest ways the District can continue its progress on sustainability is by buying into a “solar plus storage system;” this system will drive business value, help mitigate the risks in PSPS events and help educate students on aspects of sustainability. This system would have a capacity of eight million watts of solar electricity and two and a half million watts of lithium-ion battery storage; the way we would procure this system is through a “power purchase agreement” (PPA), which leverages federal tax incentives. Mr. Knipfing stated a company would come to our campuses and install these systems at no cost to the District so that we could obtain energy through these systems at a lower monetary rate than what our current agreement is with our local utility provider (PG&E). These systems are also carbon-free, so we would be falling in line with regulations and not contributing to the issues previously outlined. Mr. Knipfing continued to state that the most favorite parts of his work are having the chance to make energy tangible to our students and turning our facilities projects

inside out so that students are able to learn what actually happens in real life instead of a classroom. In closing, Mr. Knipping stated they are just trying to educate and raise the next generation of “sustainability superheroes” for the future.

Trustee Goodman thanked Mr. Fullerton and his team for bringing the presentation forward and educating the Board on some of the energy and sustainability issues we face as a district. He truly appreciates all the hard work and the opportunity to put something on the agenda that hits close to home and allows us to end the year on a high note. Trustee Goodman hopes Mr. Fullerton and his team will hold the Board accountable for addressing some of these issues, specifically with the decarbonization plan as we have roughly ten more years to be in accordance with the law.

Trustee Nuris thanked Mr. Fullerton and his team as well for a great presentation, stating it was very clear and easy to capture information. Trustee Nuris asked how much of our energy usage could we feasibly shift over to solar and/or other alternative sources; Mr. Fullerton stated we would eventually have to shift over to 100%. This particular project evaluation outline would allow the District to get 80% of the way there with our current operations, but it doesn't take in account the bigger future projects on the horizon nor the issues that surround decarbonization, such as transportation. Mr. Fullerton said the District would need to work more collaboratively with public transportation and shuttle service agencies; in turn, these agencies would need to improve services on their end as well. As of now, we are already a leader in EV charging stations in terms of community colleges, but we could make huge dent in progress if we retrofit and/or replace our boilers; most of the boilers on the campuses were installed back when the campuses were actually built, so we are in dire need of replacements and those will be electric. With the addition of these electric boilers, it will increase our electric load significantly, so we will need to make a very strategic decision on how we will procure energy from the grid while maintaining the zero carbon status. With the way the market is trending, Mr. Fullerton stated we could procure zero carbon energy at a very marginal increase in cost and we could easily make up the increase with other efficiency efforts.

Trustee Holober questioned if the battery storage system would be connected to the grid and how it would work. Mr. Fullerton stated the project is devised so that the District could “island” from the grid; this system would be perfect in cases where the power goes out – we would still have power. However, we would need to install some additional controllers and actual electronic devices throughout our current grid in order to be able to island; we would also need to take into account highly sensitive equipment around the campuses, such as our internet servers, emergency operation centers and medical devices. Mr. Fullerton furthered the conversation by stating the next best thing that would allow us to unplug from the grid is called a “microgrid;” in the current project outline, we are taking a big step toward this, but we're not quite there yet due to some technical reasons. Trustee Holober then asked what the exact storage numbers (2.5 million) would equate to as far as powering our campuses during a loss of power; Mr. Fullerton stated the batteries are currently not designed to support a whole campus and would be used more as an energy arbitrage. We generate energy differently throughout different times of the year; for instance, we generate a lot more electricity during the summer than we do in the winter. In addition, we operate our campuses 24 hours a day/seven days a week, so we have a need for energy at all times of the day. With that being said, we could leverage our storage reserves and sell them back to the grid at the most opportune/valuable time.

Trustee Mandelkern thanked the Energy and Sustainability team as a whole for their hard work and effort. A couple of years ago, Trustee Mandelkern mentioned there was a discussion about putting a wind-powered apparatus that could generate electricity at Skyline College and/or College of San Mateo and wanted to know if there were any further details on this idea. Mr. Fullerton stated due to the varying degrees of weather and wind, this wouldn't really be worthwhile as device pieces could easily rust. We know the sun shines every day (even at Skyline College) and this is far more predictable than if it will be windy on any given day. In addition, concerns were raised regarding potential bird strikes, so wind-powered devices present more issues that need further discussion than solar powered devices.

President Schwarz stated she has always been very impressed with what Mr. Fullerton and his team has been able to accomplish in their time together and wondered how electrical and technical upgrades get updated. Mr. Fullerton stated it happens all the time; we are using terms now that were never used before, such as light diodes (instead of bulbs). The Energy and Sustainability recognizes we need to engage students and the community and somehow get them involved in these projects. In addition, the team also realizes one of the biggest sustainability problems we face is with Human Resources; finding and retaining the best employees most equipped to perform this kind of work will be a big challenge, but we will offer programming and training so that these individuals know they will have a chance to be involved and make a difference firsthand. President Schwarz thanked Mr. Fullerton and his team for a very informative presentation.

FIRST QUARTER REPORT OF AUXILIARY OPERATIONS, 2019-20 (19-12-5C)

President Schwarz asked if there were any comments from the public. Maxine Turner approached the podium, stating she would like some clarification on the San Mateo Athletic Club (SMAC) Report. She is unclear as to what some of the budget terms mean and would like some elaboration on “District support expense” and “operating expenses charged back to the District.” Ms. Turner would like to get more of a sense of how the revenue generated from SMAC is used; she questioned if the pool maintenance really is \$12,000 for a whole year and what some of the operating District support expenses are, such as administrative salaries and benefits. Ms. Turner noted there has been quite a reduction in the net income loss and quoted the report, stating “the fiscal year will close with a surplus of one million dollars.” She questioned if this was a reserve that accumulated over many years because the District is not earning a million dollar surplus on a yearly basis. Ms. Turner made one last request about the private membership portion of the operation be charged a rental fee for the use of the taxpayers’ subsidized bond measure building; the membership fees would probably be increased, but the monies generated would go right back into the District.

Trustee Holober stated this report only reflects one quarter of the year and quoted some monetary numbers that were discussed at prior Board meetings, namely \$1.4 million. Around \$400,000 of that amount is available for the academic program in SMAC, while the rest is left for equipment replacement and other various business expenditures. Chief Financial Officer Bernata Slater proceeded to clarify by stating there is a surplus, but cautioned that there are costs associated with running a facility such as SMAC. In a nutshell, we do generate revenue and part of it is distributed back into the colleges for the Promise Program after the costs for facility operations, maintenance and upkeep are taken out. Interim Chancellor Claire stated he is in the process of creating a very detailed profit and loss spreadsheet and, like Ms. Turner, was unaware of some of the business terms and methodologies described in the report. He now has a detailed spreadsheet since SMAC’s inception and the facility is netting \$1.3 million a year in gross profit (after all fees and Exos are paid). Since inception, Interim Chancellor Claire believes the facility has brought in a total of \$8.3 million; once he finishes the spreadsheet, he will make it available to the Board and public. Costs, such as pool heating, maintenance, exercise equipment and replacements, would need to be paid anyway, regardless of it was for a SMAC facility or not. Interim Chancellor Claire reasoned that the revenue generated from and upkeep performed at SMAC ultimately goes back to our students.

Since the San Mateo Athletic Club is District-owned, Trustee Nuris understands that the managing company (Exos) is not our tenant (we do not charge rent) and is only there to manage the facility on our behalf. Trustee Mandelkern elaborated further, stating SMAC is not a separate entity and if we were to charge rent, we would essentially charging ourselves. Ms. Turner continued to question why the membership fees are so low compared to other markets; Trustee Mandelkern stated the District sets the fees low on purpose, making the facility accessible to as many individuals (faculty, staff, students and community members) as possible every day, night and weekend, regardless if the activity is academic-related or not. The profit is designed to cover the costs of operating this facility, while the excess is used to maintain the upkeep. Ms. Turner thanked Trustee Mandelkern for the clarification.

DISTRICT FINANCIAL SUMMARY FOR THE QUARTER ENDING SEPTEMBER 30, 2019 (19-12-6C)

President Schwarz asked if there were any comments from the public or Board members regarding this report; no comments were presented at this time.

COMMUNICATIONS

No communications were presented at this time.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Chavez thanked Ginny Brooks for all of her assistance in associating him with the “Student Trustee” role and dedication to the Board.

Trustee Holober “seconded” Student Trustee Chavez’s comments, stating it has been a pleasure working with Ms. Brooks for many years. He also recognized all the work Ms. Brooks put in working with past student trustees and her overall performance and professionalism in the Executive Assistant role. Trustee Holober requested if the Board could have an update soon on various campus construction projects – the status of current projects, timelines of completion and what we have coming up in the immediate future. Trustee Holober continued to propose a possible topic for future discussion regarding the guidelines for development and programming of buildings and how these practices could be improved. Trustee Holober wished everyone a happy holiday and safe new year.

Once again Trustee Mandelkern thanked Trustee Goodman for his service during an extremely challenging year. He also thanked Ms. Brooks for her many years of service, wished her a wonderful retirement and welcomed Cirilo Espinoza to the role. Trustee Mandelkern stated that he and Trustee Nuris attended the Strategic Planning group meeting this afternoon and worked on an environmental landscape analysis looking at the demographic and economic trends and strengths and weaknesses of the District. The group will meet again in January, where they will start to formulate their ideas into drafts of what the strategic planning goal should be. Trustee Mandelkern recently learned more details about our four-year degree program; under Senator Jerry Hill, a measure to extend the sunset date of the current pilot periods from 2023 to 2026 (or eliminate the date entirely) has been brought to the table. In addition, there were discussions of expanding the current four-year degree program within community colleges to any community college and/or area of allied health; Trustee Mandelkern hopes we can support Senator Hill in his quest to see this measure through. Aside from the presentation on food insecurity, Trustee Mandelkern would like to see more information on the issue of housing insecurity. An update on our various measures to support students in various housing crisis modes and emergency housing would be very much appreciated. In addition, Trustee Mandelkern mentioned how Redwood City is in the process of creating a safe parking lot with amenities and facilities for basic human needs for individuals who are currently living in a mobile environment. Some of our students are currently in this situation and Trustee Mandelkern believes it is our responsibility to provide assistance to these individuals. Trustee Mandelkern thanked CSEA for his invitation to their luncheon; he also attended the Labor Council luncheon, stating it was good to see our building trades' colleagues who help with our project labor agreement and other various projects in the District. Trustee Mandelkern spoke with our AFSCME business agent and clarified some agenda inconsistencies, assuring her we would have a section in our agenda for bargaining unit presentations. Finally, Trustee Mandelkern wished everyone a happy holiday season and best wishes in the new year.

Trustee Nuris thanked Ms. Brooks for her service to the District, recalling how welcoming and assisting she was to him when he became a Board member; he wished her nothing but the very best in her retirement.

Trustee Goodman thanked Ms. Brooks as well, stating her dedication and commitment to the Board is something that should be commended.

President Schwarz welcomed Cirilo Espinoza once again and asked Trustee Nuris to accompany her to review the Board Packet prior to upcoming meetings. She proceeded to thank Ms. Brooks again for her help in getting Board members to the right locations, keeping them on track during Board meetings and all of her legal expertise. President Schwarz is delighted Ms. Brooks will be able to enjoy her retirement and visit her family; she ended with wishing everyone a happy holiday as well.

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

President Goodman called the meeting to order at 9:59 p.m.

Present: President Maurice Goodman, Vice President Michael Claire, Secretary Karen Schwarz, Director Richard Holoher, Director Dave Mandelkern, Director Thomas Nuris, Treasurer Bernata Slater

Approval of Minutes of the December 12, 2018 meeting

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

Naming of Officers for 2020

President Goodman said that in accordance with the bylaws of the Financing Corporation, the officers for 2020 will be:

President – Board of Trustees President Karen Schwarz

Vice President – Interim Chancellor Michael Claire

Secretary – Board of Trustees Vice President-Clerk Thomas A. Nuris

Treasurer – Chief Financial Officer Bernata Slater

Board of Trustees members Richard Holoher and Dave Mandelkern will serve as Directors.

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

President Schwarz announced that the next scheduled meeting of the Financing Corporation will be held in conjunction with the Board of Trustees regular meeting in December 2020.

It was moved by Director Mandelkern and seconded by Director Holober to adjourn the meeting. The meeting was adjourned at 10:01 p.m.

ADJOURNMENT OF BOARD OF TRUSTEES MEETING

The Board adjourned by consensus at 10:01 p.m.

RETURN TO CLOSED SESSION

The Board returned to closed session at 10:05 p.m. to continue consideration of the closed session items listed on the printed agenda.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 10:50 p.m.

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

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

Submitted by

Michael Claire, Secretary

Approved and entered into the proceedings of the February 26, 2020 meeting.

Thomas A. Nuris
Vice President-Clerk