

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
March 25, 2020 – San Mateo, CA**

This was conducted remotely via Zoom. A video recording of the meeting can be accessed at: <https://smccd.edu/boardoftrustees/meetings.php>.

The meeting was called to order at 6:15 p.m.

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

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 President Jamillah Moore, District Academic Senate President Jeramy Wallace

PLEDGE OF ALLEGIANCE

DISCUSSION OF THE ORDER OF THE AGENDA

(Time Stamp: 0:01)

There were no adjustments to the order of the agenda.

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

Recognition by the Board of Trustees of District and College Classified Employees of the Year and Selection of Nomination to be forwarded to the State Chancellor's Office (20-3-1B)

(Time Stamp: 0:08)

Summary of Discussion: The Board of Trustees recognized the employees of the year for each District location: Gina Ciardella Palmer representing Skyline College, Karen Chadwick representing College of San Mateo, John Cuevas representing the District Office, and Brian Horwitz representing Cañada College.

President Schwarz announced that the Board had selected Brian Horwitz as District Classified Employee of the Year and that his nomination would be submitted to the state Chancellor's office for State Classified Employee of the Year.

Contemporary Conversation Regarding Race, Class, Gender, Privilege and Equity (20-3-2B)

(Time Stamp: 29:35)

Summary of Discussion: President Schwarz announced that there would not be a report on this item due to the swift transition to an online operating mode and she thanked everyone for their work and asked for their patience in this new modality. Trustee Goodman commented that the work being done is done so through an equity lens and the Board recognizes the strain and stress of those who are required to work in person throughout the community and those who are working or learning in less than ideal circumstances from home. Trustee Holober noted the financial inequities that have been magnified in our society during this crisis.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

[\(Time Stamp: 34:54\)](#)

Interim Chancellor Claire thanked faculty, staff and students on the District's response to the COVID crisis. He also congratulated all of the classified employees of the year nominees and winner.

Jeremy Wallace thanked all faculty for the amazing work in transitioning to online learning and he thanked the students for their resilience.

STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

[\(Time Stamp: 39:34\)](#)

None.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

[\(Time Stamp: 40:44\)](#)

John Pimentel, a member of the public, commended staff and the Board on the broadcasting of the meeting.

Michael Reiner, a member of the public, encouraged District administrators to contribute to an emergency fund to support students.

NEW BUSINESS

Approval of Personnel Items: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel (20-3-2A)

[\(Time Stamp: 46:47\)](#)

Motion to Approve by: Trustee Mandelkern

Second by: Vice President Nuris

Action: Approved unanimously, all members voting Aye

Summary of Discussion: None.

Public Comment: None.

APPROVAL OF CONSENT AGENDA

[\(Time Stamp: 47:30\)](#)

20-3-1CA Approval of Curricular Additions, Deletions and Modifications – Cañada College, College of San Mateo and Skyline College

20-3-3CA Acceptance of Gifts and Donations by the District

Motion to Approve by: Trustee Mandelkern

Second by: Trustee Goodman

Action: Approved unanimously, all members voting Aye

Summary of Discussion: None.

Public Comment: None.

20-3-2CA Acceptance of the Institutional Effectiveness Partnership Initiative Grant

Motion to Approve by: Trustee Mandelkern

Second by: Trustee Goodman

Action: Approved unanimously, all members voting Aye

Summary of Discussion: Trustee Holober asked if the Skyline Equity Institute was a for-profit entity. Skyline College Interim President Jackson reported that the Equity Institute is not a for-profit entity. Trustee Mandelkern asked if any financial commitments were being made beyond the length of the grant period. Dr. Jackson reported that no commitments were being made beyond the grant period. Vice President Nuris commented on receiving the email from the community member and questioned the intent and information that was shared. Trustee Goodman said he will not allow an attack the District's equity work and also questioned the intentions of the community member correspondence as well.

Public Comment:

Michael Reiner commented on the original development of the grant and the profit function of the Equity Institute and questioned the operations of the Institute.

Other Recommendations

20-3-102B Approval of Contract Award for College of San Mateo Edison Lot Project

(Time Stamp: 1:07:25)

Motion to Approve by: Vice President Nuris

Second by: Trustee Holober

Action: Approved unanimously, all members voting Aye

Summary of Discussion: Trustee Mandelkern asked about authorization to move forward from legal counsel and if the project was funded with Measure H funds and covered under a PLA. Vice Chancellor Jose Nunez confirmed authorization to move forward, that the project is funded by Measure H and that it is covered under a PLA.

Public Comment: None.

INFORMATION REPORTS

20-3-2C Update on COVID-19 Response

(Time Stamp: 1:09:29)

Summary of Discussion: Interim Chancellor Claire provided an update on COVID-19 response planning and actions. He noted the shift to online/remote operations for students and employees effective March 17 and provided an update on student support efforts including technology distribution, food insecurity assistance, and online support. He said there is ongoing online training/professional development for faculty and staff. Chief Financial Officer Bernata Slater discussed the immediate fiscal outlook for the District and the County, including an update on investments and liquidity. Interim Chancellor Claire outlined next steps for the semester and asked for Board guidance regarding: (1) suspending face-to-face instruction for the remainder of the academic year, (2) postponing graduation ceremonies and other year-end celebrations or finding alternatives, (3) working to leverage federal and state resources to assist employee as needed, and (4) decision regarding summer term (by April 8).

District Academic Senate President Wallace said the Senate voted to recommend suspension of face-to-face instruction for the remainder of the semester and asked, if possible, to allow allied health and CTE

programs to utilize needed labs, if permissible under health orders.

Trustee Goodman commented on support measures for students and employees, including housing, mental health and stress. President Wallace responded that ensuring that students have access to technology is critical and the Senate will be working with the District on that issue. Further, he noted that there are supports for faculty from the Distance Education teams at each campus in transitioning their courses.

Trustee Mandelkern asked that gaps be identified for areas where students need to complete programs and identify how many students have been lost as a result of lacking access to technology. Interim Chancellor Claire said some of those issues would be surfacing in a student survey which is going out this week. Trustee Holober asked about pass/fail for students. President Wallace said there has been some discussion of this issue but there are challenges at the policy and transfer levels.

Interim Chancellor Claire also addressed questions regarding the impact on faculty and staff and he confirmed that it is the intent to keep all employees whole and working. President Wallace provided additional information regarding on the need to review hard to convert courses and the guidance from the state chancellor's office.

Trustees supported Interim Chancellor's Claire's recommendation regarding suspending face-to-face instruction for the remainder of the academic year. Trustees also recommended postponing, not cancelling graduation ceremonies and hosting in-person ceremonies as soon as allowable.

Trustee Goodman asked about hazard pay for essential employees required to work on site. Interim Chancellor Claire reported that that issue would be address in the memoranda of understanding that are currently being negotiated with the bargaining units. Trustee Goodman asked about support for students who were part of the food insecurity program. Interim Chancellor Claire reported that students who were receiving on-campus vouchers were now receiving Safeway cards to support their food needs. Trustee Goodman also asked about employee housing available to those experiencing insecurity. Chief of Staff Mitchell Bailey reported that there were several vacant units, which have been intentionally left vacant at Cañada Vista, due to construction. Trustees encouraged President Schwarz and Trustee Goodman to share with the Housing Board at their next meeting the interest of the Board in providing flexibility to those residents whose terms were set to expire in the immediate term.

The Board thanked the faculty, staff, students and administrators for their work in responding to this unprecedented event and commended them on their tremendous efforts and impressive teamwork.

20-3-3C Update on SMCCCD Chancellor and Skyline President Searches

(Time Stamp: 2:45:31)

Summary of Discussion: Human Resources Director David Feune and Joan Smith, consultant with Community College Search Services, provided an update on the ongoing searches for the chancellor and Skyline president positions. Mr. Feune reported that the chancellor search screening committee had recommended three finalists and that an announcement was sent yesterday regarding those finalists.

Trustees agreed that chancellor candidate forums should continue as planned and conducted and hosted online and make them available for public viewing and comment. They further agreed that the chancellor candidate forums should be held prior to the Skyline presidential candidate forums.

COMMUNICATIONS

None.

STATEMENTS FROM BOARD MEMBERS

(Time Stamp: 3:00:33)

President Schwarz: She thanked the IT team for their support of the meeting and thanked everyone in the District for their great work.

Vice President Nuris: He thanked everyone for their continued efforts.

Trustee Goodman: He commended the chancellor, presidents and faculty and staff for their tremendous work and expertise in supporting students. He also commended students on their resilience and reminded everyone to keep focus on those students who need us.

Trustee Holober: He thanked staff who supported the technical aspects of the first online board meeting and noted he would be interested in feedback. He also noted that during this challenging period, it will be remembered how everyone pulled together to get through it.

Trustee Mandelkern: He thanked everyone for their work and encouraged everyone to be and stay safe.

Student Trustee Malani: She thanked everyone for their support during this difficult time.

President Schwarz announced that the next meeting of the Board of Trustees would be on April 7, 2020, conducted via Zoom.

ADJOURNMENT

The meeting adjourned by consent at 9:22 p.m.

Submitted by

Michael Claire, Secretary