

**Minutes of the Regular Meeting of the Board of Trustees  
San Mateo County Community College District  
November 18, 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 4:30 p.m.**

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

**ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION**

President Schwarz said that during closed session, the Board will take up items as listed on the printed agenda, including: (1) Hold Conference with Labor Negotiators for Employee Organizations: AFT and CSEA; (2) Hold Conference with Labor Negotiator for Unrepresented Employees: Provost - International Education, Vice Chancellor - Chief of Staff, Vice Chancellor - Education Services & Planning, Vice Chancellor – Facilities, Vice Chancellor - Auxiliary Services & Enterprise Operations; (3) Consider Public Employee Appointment/Employment: Titles: Provost, International Education, Vice Chancellor/Chief of Staff, Vice Chancellor of Educational Services and Planning, Vice Chancellor of Facilities, Vice Chancellor - Auxiliary Services & Enterprise Operations; and (4) Hold a Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Gov. Code, § 54956.9, subd. (d)(2): Two cases.

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

None.

**RECESS TO CLOSED SESSION**

The Board recessed to closed session at 4:32 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 6:08 p.m.

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

Others Present: Interim Chancellor Michael Claire, Chief Financial Officer Bernata Slater, Skyline College President Melissa Moreno, College of San Mateo Acting President Kim Lopez, Cañada College President Jamillah Moore, District Academic Senate President Jeramy Wallace

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

*[\(Time Stamp: 02:28\)](#)*

None.

**DISCUSSION OF THE ORDER OF THE AGENDA**

*[\(Time Stamp: 02:30\)](#)*

There were no adjustments to the order of the agenda.

## **HONORS, AWARDS AND RECOGNITIONS**

*[\(Time Stamp: 02:49\)](#)*

Chancellor Claire introduced California Assembly Speaker pro Tempore Kevin Mullin who on behalf of himself, Assemblymember Marc Berman, and Senator Jerry Hill, presented President Karen Schwarz and Trustee Dave Mandelkern with certificates of recognition honoring their years of service to the Board.

Chancellor Claire next introduced Supervisor Dave Pine from the San Mateo County Board of Supervisors. Supervisor Pine thanked President Schwarz and Trustee Mandelkern, on behalf of the San Mateo County Board of Supervisors, for their long and distinguished service to the District and the County of San Mateo.

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

*[\(Time Stamp: 13:40\)](#)*

Chancellor Claire congratulated Trustee Goodman on his re-election to the Board and thanked President Schwarz and Trustee Mandelkern for their many years of guidance and support to the District. Chancellor Claire also welcomed and congratulated Trustee-elect Pimentel and Trustee-elect Petrides on their election to the Board and thanked all of those who ran for the Board.

Chancellor Claire recognized the International Education Program which was awarded the President's "E" Award" by the U.S. Department of Commerce for its significant contributions to U.S. exports. Chancellor Claire also congratulated Cañada Vice President of Instruction, Dr. Tammy Robinson, and Skyline Vice President of Instruction, Dr. Jennifer Taylor-Mendoza on being awarded the statewide Carter Dolan Chief Instructional Officer Leadership award. Chancellor Claire also thanked and congratulated Vice Chancellor of Facilities and Planning, José Nuñez for receiving the Paul Holmes Facilities Leadership Achievement Award and recognized Executive Director of Community, Continuing and Corporate Education, Jonathan Bissell, for receiving the International Facility Management Association Award of Excellence.

Chief Financial Officer, Bernata Slater, thanked President Schwarz and Trustee Mandelkern for their commitment and dedication to the District and its students.

District Academic Senate President, Jeramy Wallace thanked President Schwarz and Trustee Mandelkern, on behalf of the Academic Senate, for their great leadership and support of District faculty.

## **STATEMENTS FROM OTHER REPRESENTATIVE GROUPS**

*[\(Time Stamp: 24:05\)](#)*

- AFT Chapter Chair for Cañada College, Doniella Maher, along with AFT Chapter Chair for Skyline College, Rika Yonemura-Fabian, spoke on behalf of the AFT Anti-Oppression Committee. As delegates, they presented their resolution on small class size as an important social justice measure for marginalized students.
- CSEA President, Annette Perot, on behalf of CSEA and its chapter members, thanked President Schwarz and Trustee Mandelkern for their service on the District Board of Trustees and for their support of CSEA over the years. Ms. Perot also congratulated Trustee Goodman on his re-election and Trustee-elect Petrides and Trustee-elect Pimentel on their election to the Board. President Schwarz thanked Ms. Perot and the CSEA employees for their leadership and guidance.

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

*[\(Time Stamp: 35:37\)](#)*

- Jessica Silver-Sharp, an adjunct Librarian at Skyline College, spoke regarding part-time faculty salaries.

**PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS**

*(Time Stamp: 39:35)*

**Presentation by the AFT Relating to Class Sizes (20-11-1C)**

***Summary of Discussion:*** AFT Executive Secretary, Marianne Kaletzky, introduced students Jess Jacinto, Michael Sagum, Hannah Hersey, and Brandon Wong, to present their thoughts and research on class size, equity and social justice. Their presentation, “The Limitations and Conflicts of Large Class Sizes” outlined studies that show student performance tied to class size with deleterious effects to students placed in larger classes. Their research showed smaller class sizes benefitting students of color, working-class students, students with learning disabilities and other marginalized students by allowing more individualized attention from professors, more personalized learning, and a greater sense of community.

Trustee Holober noted he appreciated the presentation and asked if AFT had raised the class size issue during the negotiation process. Chancellor Claire confirmed that class size is a bargaining issue and that the District’s current average class size is 27 students per class. He stated that at some point the District may want to provide research to the Board on the correlation between class size and student success.

President Schwarz complimented the students on their presentation, stated that she was proud to have them as students at the District, and that their points were well taken.

**NEW BUSINESS**

**Approval of Personnel Items: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel (20-11-1A)**

*(Time Stamp: 1:00:00)*

***Motion to Approve by:*** Trustee Holober

***Second by:*** Trustee Goodman

***Action:*** Approved unanimously, all members voting Aye.

***Summary of Discussion:*** Staff requested a correction under Section C for the Senior Accounting Coordinator position to read as Nelly Manuel to replace Grace Gulli, not Rita Gulli as listed on the report.

***Public Comment:*** None.

**Adoption of Resolution No. 20-17 Fixing the Employer Contribution Under Section 22895 of the Public Employees’ Medical and Hospital Care Act (20-11-2A)**

*(Time Stamp: 1:01:08)*

***Motion to Approve by:*** Trustee Nuris

***Second by:*** Trustee Holober

***Action:*** Approved unanimously, all members voting Aye.

***Summary of Discussion:*** None.

***Public Comment:*** None.

**Approval of Consent Agenda**

**(Time Stamp: 1:01:56)**

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

**In Relation to Minutes of April 24, 2019 (20-11-2CA)**

***Motion to Approve by:*** Trustee Nuris

***Second by:*** Trustee Goodman

***Action:*** Approved unanimously, all members voting Aye.

***Summary of Discussion:*** None.

***Public Comment:*** None.

**Other Recommendations**

**Authorization to Execute an Agreement with EXOS Community Services for Operation of the San Mateo Athletic Club in Partnership with the District (20-11-101B)**

**(Time Stamp: 1:02:40)**

***Motion to Approve by:*** Trustee Nuris, later withdrawn.

***Second by:*** Trustee Schwarz

***Action:*** No Action Taken.

***Summary of Discussion:*** Chancellor Claire noted, at the direction of the Board, that staff has brought forth an agreement with EXOS to address some of their previous concerns. Trustee Holober asked for elaboration on incentive payments based on net operating income. Vice Chancellor Tom Bauer responded that a budget has not yet been determined for calendar year 2021 and due to COVID-19 restrictions, the net operating income for Fall 2021 is difficult to project. He added he would not support an incentive payment based on a negative bottom line. Trustee Goodman stated that due to the uncertainty of gym closures at this time, he did not feel comfortable approving a contract that may need to be modified after Board approval. Trustee Mandelkern stated he was concerned that the contract did not include a shut down clause. A second concern of his was that the two new Board members should have time to review the contract before a vote.

Chancellor Claire noted that SMAC is offering many online options at this time with additional operational expenses and many members were grateful for these options. He noted there was some urgency on this issue as a SMAC closure on January 1, 2021, would impact SMAC's 140 employees. Additionally, the District would have to pay \$400,000 in membership fees and he requested that the Board take timely action. Trustee Goodman responded that it was important for staff to bring forth an agreement which addressed all Board concerns and would not have to be changed at a later date. Trustee Goodman also had concerns regarding health and safety protections for SMAC employees as well as salary assurances.

Trustee Nuris stated that the current Board members, those most familiar with the contract, should vote on it rather than the new Board members. Trustee Nuris noted the thousands of dues paying members who would be impacted if SMAC had to close. He stated that with a few additions to the contract to address the Board's concerns, the contract should move forward.

Trustee Mandelkern stated concerns regarding incentive payments and additional concerns about using a net promotor score for the basis of bonus payments.

Trustee Nuris asked to withdraw his motion to approve the contract and requested the motion be brought to a future meeting after an opportunity to meet and work with staff to address the Board's concerns with the current EXOS contract.

Trustee Holober recommended instructing staff to negotiate a contract with Power Wellness and to schedule a special meeting for the following Monday.

Chancellor Claire noted that legal counsel may need to advise the District on the propriety of beginning negotiations with a new vendor as the RFP process had gone through an independent selection committee. Trustee Mandelkern advised staff to check with legal counsel regarding the laws of the procurement process.

***Public Comment:***

- Sam Chuang, a member of the public, addressed the Board regarding the labor practices of EXOS.
- Frank E., a member of the public, addressed the Board regarding the RFP pricing matrix comparing EXOS and Power Wellness.
- Nancy Littlefield, a member of the public, addressed the Board regarding the formation and engagement of the SMAC Advisory Board, as well as concerns with the EXOS contract.
- Lane Poms, a member of the public, addressed the Board regarding the contract process and other concerns regarding the agreement with EXOS.
- Barbara Jones, a member of the public and a former employee of SMAC, discussed employee health and safety concerns and communication issues between SMAC employees and EXOS management.
- Diana Thomas, Strategic and Marketing Manager of SMAC and Vice President of EXOS, responded to comments regarding employee turnover rates and employee health and safety issues at SMAC.

**Modification of Board Meeting Schedule for December 2020 Meeting Date and Setting Organizational Meeting Date (20-11-102B)**

***(Time Stamp: 2:16:30)***

***Motion to Approve by:*** Trustee Holober

***Second by:*** Trustee Nuris

***Action:*** Approved unanimously, all members voting Aye.

***Summary of Discussion:*** Trustee Schwarz asked Trustees Nuris, Holober and Goodman for their preference on meeting either Monday, December 14<sup>th</sup> or Tuesday, December 15<sup>th</sup>. Monday, December 14<sup>th</sup> was selected as the preferred meeting date.

***Public Comment:*** None.

**Adoption of Resolution No. 20-18 Honoring State Senator Jerry Hill (20-11-103B)**

[\(Time Stamp: 2:18:15\)](#)

*Motion to Approve by:* Trustee Goodman

*Second by:* Trustee Holober

*Action:* Approved unanimously, all members voting Aye.

*Summary of Discussion:* President Schwarz commented that Senator Hill has been a great senator and the District was fortunate to have had his support.

*Public Comment:* None.

**Adoption of Resolution No. 20-19 Congratulating Jefferson Union High School District Superintendent Dr. Terry Deloria on Her Retirement (20-11-104B)**

[\(Time Stamp: 2:19:00\)](#)

*Motion to Approve by:* Trustee Nuris

*Second by:* Trustee Mandelkern

*Action:* Approved unanimously, all members voting Aye.

*Summary of Discussion:* Trustee Nuris commented that Superintendent Deloria has done an excellent job at her District and that the north end of San Mateo County received a great benefit from her services.

*Public Comment:* None

**INFORMATION REPORTS**

**Update on Workforce Development Taskforce Response to COVID-19 Impact (20-11-2C)**

[\(Time Stamp: 2:19:48\)](#)

*Summary of Discussion:* Jonathan Bissell, Executive Director of Community, Continuing and Corporate Education (CCCE), gave an overview on the formation of the District-wide Workforce Development Taskforce and its goal to serve residents, small businesses, entrepreneurs and organizations impacted by COVID-19. Alex Kramer, Director of Workforce Development at College of San Mateo, spoke about the need for this taskforce in regards to job loss and rising unemployment rates. Andrea Vizenor, Dean of Strategic Partnerships & Workforce Development, discussed the team's response strategies to serve displaced workers during this critical time. The team developed a comprehensive marketing campaign that led to the direct engagement of over 500 community members for a variety of services. The response strategies include 1) Addressing Job Loss through Short-Term Training, 2) Small Business Recovery, 3) the Changing Workplace through Customized Training and 4) Career Readiness and Job Placement. Pcyeta Stroud, Director of Bay Area Entrepreneur Center highlighted the impact of the team's work which included the launch of the Small Business Recovery and Assistance Program which has served over 500 small businesses throughout the County. Julian Branch, Director of Workforce Development at Cañada College, discussed their collaboration with CCCE to offer a not-for-credit, certificate program to prepare students for water treatment and water distribution licenses. Ms. Vizenor spoke about the Child Development/Education program and how it provides training for community members for jobs in the child development sector and providing advanced pathways in education. Mr. Kramer introduced the collaboration between CSM and CCCE to provide a new, not-for-credit Amazon Web Services (AWS) cloud computing certification program.

Trustee Mandelkern thanked the Taskforce for their excellent report. He asked if there were additional resources that could be provided to assist with student enrollment. He asked the Taskforce if there were ways to support students in need of transportation, food and housing while enrolled in these programs to bridge any gaps on their path to employment and stability.

***Public Comment:***

- Trustee-elect Pimentel praised the Taskforce for their work and asked how many total students have participated in these programs, how many students have successfully been placed and how much these programs cost the students and the District. Mr. Branch estimated about over 200 students were and are being served through the seven different programs. Mr. Bissell responded that they would be happy to give updated numbers to the Board as the programs progress. Mr. Kramer responded that the AWS program costs students \$150. The Water Program costs the District about \$8,000-\$10,000, and the AWS program costs the District around \$10,000.

**Update on District COVID-19 Planning and Response, Including Actions Relating to Athletic Competition (20-11-3C)**

***(Time Stamp: 2:51:14)***

***Summary of Discussion:*** Chancellor Claire reported that a decision would need to be made by December 15, 2020, regarding athletic participation in the Spring I program. Andreas Wolf, Dean of Kinesiology, Athletics and Dance at CSM, noted that last fall, the athletics team created Phase I for athletes to come back to campus for limited, outdoor physical conditioning. They are currently entering Phase II, which allows for expanded participants and hours. Jasmine Gittens, College of San Mateo Athletic Trainer, discussed the health and safety protocols in place. Tim Tulloch, College of San Mateo Football Coach, shared the life challenges his athletes face and how important face-to-face interaction is for their morale, mental health, and well-being. Katie Goldhahn, College of San Mateo Women's Volleyball Coach, Joseph Morello, Dean of Kinesiology, Athletics and Dance at Skyline, and other college coaches, reiterated the importance of in-person interaction for their students.

Trustee Mandelkern and Trustee Nuris thanked the athletics staff for their presentation and the genuine care and concern shown towards their students. District Academic Senate President Wallace thanked the presenters and noted student athletes are also struggling academically and asked if there were ways for these students to meet for in-person tutoring. He noted that faculty members from other departments would also like to meet students on campus for face-to-face learning. Chancellor Claire noted the EOC team is working on a comprehensive, phased plan to get students, faculty and staff back on campus in a safe manner.

**COMMUNICATIONS**

***(Time Stamp: 3:37:40)***

None.

**STATEMENTS FROM BOARD MEMBERS**

***(Time Stamp: 3:37:45)***

***President Schwarz:*** She reported on the opportunity to participate in signing on two high schools in Thailand with the International Education Program. She welcomed Trustee Pimentel and Trustee Petrides to the Board. She thanked Trustee Mandelkern for his years of service to the Board. She

stated she is honored to have served on the Board for 25 years, has enjoyed her experience and the people she has met, and is proud of the District's many achievements. She closed by thanking Chancellor Emeritus Ron Galatolo for his vision and the many creative programs he developed for the District.

***Vice President Nuris:*** He thanked President Schwarz and Trustee Mandelkern for their service and was appreciative of their work on behalf of the District. He also congratulated Trustee Goodman on his re-election and the newly elected Trustees.

***Trustee Goodman:*** He congratulated the incoming Trustees and thanked President Schwarz and Trustee Mandelkern for their service and all they have done for the education of San Mateo County students. He looks forward to working with the new Trustees and moving forward. He noted that the item on Race, Gender and Equity was not on the agenda for tonight's meeting and that November is Native American Heritage month and is an important opportunity to highlight and celebrate certain student populations.

***Trustee Holober:*** He congratulated the newly elected and re-elected Trustees and wished the best to the retiring Trustees. He commented on the difficulty of using the Zoom link to download past meetings and hoped that access to meetings will become more user-friendly. He stated his concern regarding the approval of past Board meeting minutes.

***Trustee Mandelkern:*** He reported on his recent participation in the Trustee Fellowship Workshops where topics such as the adoption of leading indicators on student success, and the revision of the Chancellor evaluation process were discussed. He noted there were opportunities for consulting and funding assistance for the Board to work together on some of these important issues. He also honored the memory of former Trustee Tom Mohr and his many years of service to the District and San Mateo County. He stated he has been honored to serve as a Trustee, is proud of the many wonderful programs put in place at the District, and hopes they continue to improve and work on these programs moving forward. He thanked his colleagues on the Board, past and present.

***Student Trustee Shonette:*** She thanked Trustee Schwarz and Trustee Mandelkern for their service to the District and is looking forward to the Associated Students presentation next month.

President Schwarz announced that the next meeting of the Board of Trustees would be on December 14, 2020, conducted via Zoom.

#### **ADJOURNMENT**

The meeting adjourned consent at 10:21 p.m. in memory of former Trustee and former Cañada College President Tom Mohr.

Submitted by

Michael Claire, Secretary