

**Minutes of the Study Session of the Board of Trustees
San Mateo County Community College District
January 13, 2021 – 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 5:00 p.m.

Board Members Present: President Thomas A. Nuris, Vice President Richard Holober, Trustee Maurice Goodman, Trustee Lisa Petrides, Trustee John Pimentel

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Nuris 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; (2) Consideration of Employee Discipline, Dismissal, Release; (3) Hold a Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Gov. Code, § 54956.9, subd. (d)(2): Two cases; (4) Consider Public Employee Performance Evaluation: Review of Goals – Chancellor.

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 6:14 p.m.

Board Members Present: President Thomas A. Nuris, Vice President Richard Holober, Trustee Maurice Goodman, Trustee Lisa Petrides; Trustee John Pimentel; Student Trustee Jade Shonette

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

DISCUSSION OF THE ORDER OF THE AGENDA

[\(Time Stamp: 01:23\)](#)

President Nuris announced that staff requested Agenda Item 21-01-1C be removed and brought back at a future meeting.

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

[\(Time Stamp: 02:21\)](#)

None.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

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

- Frank Elliott spoke about the status of the San Mateo Athletic Club contract.

- Monica Malamud spoke about concerns with the AFT negotiation schedule.
- Shaun Perisho spoke about trends in the District budget and the disparity between various salaries.
- Sam Chuang spoke about the progress of the SMAC contract and concerns with transparency.

MINUTES

Approval of the Minutes of the February 26, 2020 Regular Meeting (21-01-1)

(Time Stamp: 15:45)

Motion to Approve by: Vice President Holober

Second by: Trustee Goodman

Action: Approved. President Nuris, Vice President Holober and Trustee Goodman voting Aye. Trustees Petrides and Pimentel abstaining from the vote.

Summary of Edits or Corrections: None.

Approval of the Minutes of the March 5, 2020 Special Closed Session Meeting (21-01-2)

(Time Stamp: 17:07)

Motion to Approve by: Trustee Goodman

Second by: Vice President Holober

Action: Approved. President Nuris, Vice President Holober and Trustee Goodman voting Aye. Trustees Petrides and Pimentel abstaining from the vote.

Summary of Edits or Corrections: Vice President Holober suggested that the notation about recordation in the meeting date of the current meeting be removed from the minutes formatting. Staff acknowledged that the request would be implemented for all of the minutes presented.

Approval of the Minutes of the March 11, 2020 Special Closed Session Meeting (21-01-3)

(Time Stamp: 19:42)

Motion to Approve by: Vice President Holober

Second by: Trustee Goodman

Action: Approved. President Nuris, Vice President Holober and Trustee Goodman voting Aye. Trustees Petrides and Pimentel abstaining from the vote.

Summary of Edits or Corrections: None.

Approval of the Minutes of the March 17, 2020 Emergency Closed Session Meeting (21-01-4)

(Time Stamp: 20:30)

Motion to Approve by: Trustee Goodman

Second by: Vice President Holober

Action: Approved. President Nuris, Vice President Holober and Trustee Goodman voting Aye.

Trustees Petrides and Pimentel abstaining from the vote.

Summary of Edits or Corrections: None.

Approval of the Minutes of the March 25, 2020 Special Closed Session Meeting (21-01-5)
(Time Stamp: 21:14)

Motion to Approve by: Vice President Holober

Second by: Trustee Goodman

Action: Approved. President Nuris, Vice President Holober and Trustee Goodman voting Aye. Trustees Petrides and Pimentel abstaining from the vote.

Summary of Edits or Corrections: None.

NEW BUSINESS

Approval of Personnel Items: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel (21-01-1A)
(Time Stamp: 22:35)

Motion to Approve by: Vice President Holober

Second by: Trustee Goodman

Action: Approved unanimously, all members voting Aye

Summary of Discussion: None.

Public Comment: None.

Consideration of Options for College Ridge Lease-Leaseback Project, Phase 2 Construction at Skyline College (21-01-2A)
(Time Stamp: 23:09)

Motion to Approve by: Vice President Holober

Second by: Trustee Pimentel

Action: Approved unanimously, all members voting Aye

Summary of Discussion: Vice Chancellor Nunez summarized the status of the College Ridge project and the steps taken throughout the Request for Proposal (RFP) process. Trustee Goodman asked about the impact of allowing the previous contractor, SummerHill Homes, to withdraw from the agreement. Vice Chancellor Bailey noted that in 2018, the Board had stated its interest in ensuring that this was a Project Labor Agreement (PLA) project and although speculative, it is possible there could have been a conflict with SummerHill agreeing to support a PLA project. Trustee Goodman questioned the decision to go with a lease-leaseback project. Vice Chancellor Nunez responded that an analysis had been done which determined that lease-leaseback was the best delivery method moving forward. Mr. Strugar-Fritsch noted some of the drawbacks encountered during the process that contributed to the cost escalation of the project. President Nuris stated that further delays would likely increase the cost of the project.

Trustee Pimentel asked about the impact a higher bid would have on housing costs to faculty and staff and what input faculty and staff have in the housing process. Vice Chancellor Bailey stated

rental prices would not be affected and that faculty and staff are represented on the Educational Housing Corporation Board. Vice President Holober reported additional background on the history of the project and noted it might be worthwhile for the Educational Housing Board to review faculty and staff rental payments in relation to higher project costs. Trustee Goodman suggested the Educational Housing Board provide an update to the Board at a future date. President Nuris suggested staff complete the RFP process and bring their final recommendation to the Board for approval. Trustee Petrides asked for clarification on the financing of the project. Chief Financial Officer Slater explained the Other Post-Employment Benefits (OPEB) funding option recommended. Vice President Holober noted he will have many questions regarding the use of the OPEB fund.

Public Comment:

- Maxine Turner spoke about the usage of abbreviations in staff reports.

Appointment of Board Members to the San Mateo County Colleges Foundation Board of Directors (21-01-3A)

(Time Stamp: 59:07)

Motion by: Trustee Petrides to nominate Trustee Goodman and Trustee Pimentel

Second by: Vice President Holober

Action: The nominations of Trustee Goodman and Trustee Pimentel were approved unanimously, all members voting Aye

Summary of Discussion: Trustee Pimentel and Trustee Goodman agreed to serve on the San Mateo County Colleges Foundation Board of Directors.

Public Comment: None.

STUDY SESSION

Review of Board Minutes Process and Policy (21-01-2C)

(Time Stamp: 1:07:00)

Summary of Discussion: Vice Chancellor Bailey introduced the video recording platform, Panopto, which can be used to integrate the video component of a Board meeting with written minutes. It also allows users to locate agenda topics by time stamp and to search for specific words within the video recording. Trustee Pimentel stated he is glad a new format is being implemented but would like to ensure that the spirit of the discussion and any dissenting points are captured in the minutes. Trustee Petrides asked about captioning and Vice Chancellor Bailey responded that transcripts would be available. Trustee Petrides also asked about viewing options for the public, if names of attendees were noted, and if consent was required before being recorded. Chancellor Claire suggested surveying other municipalities and districts about their policies regarding video recordings and public participation. Vice President Holober stated that legal counsel should be consulted. He also noted gaps in the dates of meeting minutes that were approved and that Board policy regarding the recordkeeping of Board minutes should be reviewed and updated.

Chief Information Officer, Daman Grewal, demonstrated the capabilities of the Panopto system which includes closed captioning, speed adjustments, search features and sharing options. Trustee Pimentel noted it would be useful for participants to have the option to present their image or share

their screen with the Board. President Nuris suggested the Board discuss this topic further at a future meeting.

Trustee Pimentel requested from staff a timeline with specific dates outlining when past minutes would be completed and a draft of a revised Board minutes policy. Trustee Pimentel suggested the creation of a sub-committee, working with staff, to review and update all Board policies and procedures and, if needed, to consult with outside experts.

Trustee Goodman asked about the vacant Executive Assistant to the Board position. Chancellor Claire responded that staff was assessing the needs of the Board and the Chancellor's Office before posting the position. Trustee Goodman and the other trustees thanked Mr. Grewal and his team for their guidance and research and recommended moving forward with the Panopto platform to record future Board meetings.

Public Comment: None.

Discussion of Expansion of Tuition Waiver (21-01-3C)

(Time Stamp: 1:57:18)

Summary of Discussion: Vice Chancellor McVean presented the District Strategic Plan on Success, Equity, and Social Justice. Data representing the connections between education, income and race/ethnicity was shown highlighting the social disparities between communities in San Mateo County. Chancellor McVean gave an overview of the District's current tuition and fees for resident and non-resident students and the District's ability to waive enrollment fees only in certain circumstances. Chancellor McVean presented the District's enrollment and tuition fee revenue for the past two fiscal years.

Trustee Goodman asked how the District's Promise Scholars program compares to City College of San Francisco's "free community college" program for residents. Vice Chancellor McVean stated that San Francisco had passed a parcel tax to provide a restricted source of funds to pay the enrollment fees for City College students who resided in San Francisco. Trustee Goodman asked if there was a way to expand the Promise Scholars program to cover not only fees but other items such as food and books for those students most in need.

Vice President Holober asked if there was a mechanism for the District to waive the requirement of charging an enrollment fee. Vice Chancellor McVean stated there were several options the District could take in order to obtain a waiver. Vice President Holober asked if expanding the Promise Scholars program would allow the District to pay for the enrollment fees of additional students. Vice Chancellor McVean clarified that the expansion of the Promise Scholars program hinges on the District being able to identify additional flexible funding to pay the enrollment fees for additional students. Vice President Holober noted the District does not receive apportionment funding from the State of California and therefore no reduction penalty could be enforced on the District.

Trustee Petrides stated that material costs are 50-70% of a community college student's total education costs and these costs can be reduced through the use of open educational resources. Vice Chancellor McVean discussed Additional Fees such as Health and Parking Fees and Associated Student Fees and the annual revenues generated by these fees.

Vice Chancellor McVean presented several Strategic Plan considerations in removing cost barriers for students most in need. Trustee Pimentel clarified that by discussing "tuition-free" college, he

was considering the most vulnerable students who were unable to pay for or access community college, and that there were many avenues to explore in lessening the costs and removing other barriers for these students.

Public Comment:

- Loretta thanked the Board for their efforts and work.
- Monica Malamud spoke about free tuition for all students.

Discussion of Potential Topics for Annual Board Retreat (21-01-4C)

(Time Stamp: 2:48:52)

Summary of Discussion:

Trustee Goodman stated he would like the Board to review the resolution regarding the issue of parity for adjunct faculty. Other potential topics would include student housing, the creation of a Board policy sub-committee to review District hiring practices and anti-racism, environmental justice, and alleviating food insecurity among students.

Trustee Holober stated he would like the Board to review Board governance practices and discuss the creation of an independent, internal auditor position that would report to the Board and assist the Board in reviewing policies and practices.

Trustee Petrides noted she would like the Board to discuss the District's use of data around planning and instruction as it pertains to student achievement. Another topic for discussion would be transformative curriculum as it relates to relevant workforce needs.

Trustee Pimentel stated he had a list of topics he would like the Board to review: the reasons behind declining enrollment, student success metrics, the broader culture of transparency, the expansion of workforce training, the consideration of satellite campuses, student housing, the automatic enrollment of high school students, goals for the new Cañada athletic facility, the function of the International Education Program, expansion of the childcare programs, adult education, diversity in hiring practices, and the District's employee evaluation process.

Trustee Goodman asked staff to report to the Board on steps already taken on some of the above items and to define which topics to prioritize for the Annual Board Retreat and which topics to reserve for future study sessions.

Trustees Holober, Pimentel, Goodman and Chancellor Claire agreed that the topic of Board Governance practices should be at the top of the agenda for the Annual Board Retreat.

Public Comment: None.

COMMUNICATIONS

(Time Stamp: 3:17:42)

None.

STATEMENTS FROM BOARD MEMBERS

(Time Stamp: 3:17:55)

President Nuris: He was pleased to hear that students from the College of San Mateo Nursing School would be assisting the County of San Mateo in administering the COVID vaccine. He also wanted to welcome Cheng Yu Hou, Chief Human Resources Officer, to his first Board Meeting.

Vice President Holober: He addressed the events that occurred at the Capitol Building on January 6, 2021, and stressed the need for all Americans to defend democracy.

Trustee Goodman: He stated that moving forward, it would be appropriate to have topics such as race, class, gender, equity and other issues that affect students on the agenda for open discussion between Board members and the public. He also commented that represented groups should have a time and place to speak on the agenda.

Trustee Petrides: None.

Trustee Pimentel: None.

Student Trustee Shonette: None.

President Nuris announced that the next meeting of the Board of Trustees would be on January 27, 2021, conducted via Zoom.

RECONVENE TO CLOSED SESSION

The Board recessed to Closed Session at 9:39 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 12:29 p.m.

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION (if necessary)

President Nuris announced that there were no reportable actions taken in Closed Session.

ADJOURNMENT

The meeting adjourned by consent at 12:30 a.m.

Submitted by

Michael Claire, Secretary