

**Minutes of the Study Session of the Board of Trustees
San Mateo County Community College District
June 9, 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 5:06 p.m.

Board Members Present: President Thomas A. Nuris, Vice President Richard Holober (not present at roll call–joined meeting in progress) Trustee Maurice Goodman (not present at roll call–joined meeting in progress), 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 a Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Gov. Code, § 54956.9, subd. (d)(2): Two cases, and (2) Consider Employee Discipline, Dismissal, Release.

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY

None.

RECESS TO CLOSED SESSION

The Board recessed to closed session at 5:07 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 6:25 p.m.

Board Members Present: President Thomas A. Nuris, Vice President Richard Holober, Trustee Maurice Goodman (not present at roll call–joined meeting in progress), 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

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

(Time Stamp: 1:18:42)

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

DISCUSSION OF THE ORDER OF THE AGENDA

(Time Stamp: 1:18:49)

There were no changes to the order of the agenda.

Approval of the Minutes of the May 12, 2021 Regular Meeting (21-06-01)

Motion to Approve by: Trustee Petrides

Second by: Trustee Pimentel

Action: Approved, with all Trustees voting Aye

Summary of Edits or Corrections: None.

Approval of the Minutes of the May 18, 2021 Special Meeting (21-06-02)

Motion to Approve by: Trustee Pimentel

Second by: Vice-President Holober

Action: Approved, with all Trustees voting Aye

Summary of Edits or Corrections: None.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

(Time Stamp: 1:20:06)

- J. Carson asked about slideshow from last meeting being posted and suggested using BoardDocs program.
- John B. expressed concern about San Mateo Athletic Club and changes that might affect its use by the Bulldog swim team.
- Vera Quijano expressed concern that Cañada College Building 1 would not be accessible to students until Spring 2022 and reminded the Board of its commitment to Social Justice.
- Frank Elliott commented that materials shared during Board meetings should be accessible to the public.
- Joseph Puckett, ASCME Chapter President, thanked Trustee Pimentel and Trustee Goodman for reaching out to the union hear their concerns. He also acknowledged Chancellor Claire and Chief Human Resources Officer Cheng Yu Hou and said he is looking forward to continuing a joint governance model.

NEW BUSINESS

Approval of Personnel Items: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel (21-06-01A)

(Time Stamp: 1:31:51)

Motion to Approve by: Vice President Holober

Second by: Trustee Petrides

Action: Approved, with all Trustees voting Aye

Summary of Discussion: None

Public Comment: None.

Approval of the Allocation of Total Compensation and Adoption of Salary Schedules for Non-Represented Employees on Salary Schedules 10 (Executive) and 20 (Management) for FY 2020-2021

(Time Stamp: 1:32:45)

Motion to Approve by: Vice-President Holober

Second by: Trustee Petrides

Action: Approved, with all Trustees voting Aye

Summary of Discussion: Trustee Goodman asked that human resources staff explain the item. Chief Human Resources Officer Cheng Yu Hou explained that this action is consistent with the application of the District's total compensation formula that is used for all employee groups and

that salary schedules 10 and 20 are the last remaining groups to receive the adjustment this fiscal year. Trustee Goodman acknowledged the hard work and effort of the district management and asked that COLA's for this group not be delayed at future intervals; he also noted that any present delay was not due to Board actions.

Public Comment: None.

NEW BUSINESS: Other Recommendations

Approval of Service Award for 2020-2021 Student Trustee (21-06-101B)

[*\(Time Stamp: 1:36:21\)*](#)

Motion to Approve by: Trustee Pimentel

Second by: Vice President Holober

Action: Approved unanimously, with all Trustees voting Aye

Summary of Discussion: President Nuris, on behalf of the Board, expressed appreciation of Student Trustee Shonette for her work and dedication as Student Trustee. Student Trustee Shonette shared this would be her last Board Meeting and she will be attending UC Berkeley in the Fall. The Board wished her well.

Public Comment: None.

Acceptance of Grant Funds from the Department of Energy for the Pathways to Improved Representation in Advanced Nuclear Science Project (21-06-102B)

[*\(Time Stamp: 1:39:40\)*](#)

Motion to Approve by: Trustee Petrides

Second by: Vice President Holober

Action: Approved unanimously, with all Trustees voting Aye

Summary of Discussion: None

Public Comment: None.

Approval of Components to Create New Operating Model for San Mateo Athletic Club and Any Future Athletic Club at Cañada College (21-06-103B)

[*\(Time Stamp: 1:41:03\)*](#)

Motion to Approve by: Vice President Holober

Second by: Trustee Petrides

Action: Motion amended to strike the option for an additional three-month extension beyond December 31, 2021. Approved with Vice President Holober, Trustee Goodman, Trustee Petrides and Trustee Pimentel voting Aye, and with President Nuris voting Nay.

Summary of Discussion: Chancellor Claire shared that he plans to ask former CSM dean of athletics Gary Dilley to manage the process of creating a new operating model for San Mateo Athletic Club.

Trustee Goodman expressed concern whether or not Mr. Dilley had the experience to engage in the work and asked about the scope of work for Mr. Dilley. Chancellor replied that Mr. Dilley would

be serving as a manager to help get the project started. Trustee Petrides asked if there was a job description for Mr. Dilly or a list of tasks he would be working from. She also asked if there is a timeline with deliverables and how long the first phase of the work will be. Trustee Petrides asked that Chancellor Claire share a statement of work by the next meeting. Chancellor Claire responded that Mr. Dilley would be working as an independent contractor and as a consultant who will be finding others to complete tasks with deliverables. Chancellor Claire stated this is something in the plans and that Mr. Dilley is familiar with both the facilities at both campuses and has experience working with faculty and is now outreaching to faculty.

Trustee Pimentel shared his interest for the community to have access to pools to maximum effect, and open and accessible to the community who want to use the facility. Regarding the 3-month extension included in section 2.1.1 of the agreement, Trustee Pimentel expressed concern and noted he could not support an additional extension beyond December 31, 2021.

Vice-President Holober requested regular updates on the planning process and for Board members to be included in the process. A feedback loop is needed.

President Nuris expressed his concern about transitioning the operation in-house and stated that he would not be supporting the motion.

Public Comment:

- Nancy Littlefield shared a recommendation to include stakeholder input as a part of the process.
- Frank Elliot thanked Trustee Pimentel for helping to move plans forward and affirming a vision to build back and maintain robust programming and positions in the facility; he also suggested the public should be involved in the transition process.
- Sam C Cheung shared statistics regarding drowning and shared concerns about equity and access and asked that access and program levels be restored to what it was before the pandemic.
- Vera Quijano stated that adjunct faculty have been excluded from the planning of Building 1 at Cañada College and stressed that it is important that adjuncts be included in the planning process. She also stated that there is no Division Assistant for Athletics and asked the Board to consider not having an outside person control the planning at Cañada College.
- Jeanne Stalker asked that plans include members from faculty, classified staff and ASCME.

STUDY SESSION

District Strategic Plan Update (21-06-01C)

[\(Time Stamp: 02:16:54\)](#)

Summary of Discussion: Vice Chancellor Aaron McVean shared the revised and updated Strategic Plan that focuses on equity, social justice and completion. He noted that the plan also includes an environmental scan, revised and updated strategic goals, and a five-year timeline. He noted that academic year 21/22 will be the first year of the five-year plan. Dr. McVean provided the Board with an overview of environmental factors that impact the work of the District and student access, persistence, completion and success, including economic indicators and workforce data. He also provided an enrollment analysis which showed enrollment trends and disaggregated data by student

populations. He noted that topics of the July study session would include marketing and outreach, along with workforce and career education. Dr. McVean presented a portfolio of policy and program options that could form the framework for a *Free Community College* initiative, including Dual Enrollment, the Promise Scholars Program, and Open Educational Resources for Zero Textbook Cost degree programs, all within a Guided Pathways framework. He noted that the recommendations offered would require an investment of \$6.75 million in both ongoing and one-time resources to establish the sustainable infrastructure to support the goal of *Free Community College* in the SMCCCD. He then presented the four goals of the strategic plan and the strategies associated with each goal for Board discussion.

Vice President Holober asked there were numerical goals indicated that identified gaps. Vice Chancellor McVean indicated that the Strategic Plan metrics would be brought forward at a future meeting for the Board to consider and the metrics would include a five-year history and outline the District's current baselines and project targets for the the life of the Strategic Plan. Vice President Holober stated that the District needs to measure trends against the goals that were set in the last plan and disaggregate data by resident versus no-resident students. He requested that there be some plans for a third-party, external review of International Education and Corporate Community and Continuing Education.

Trustee Petrides stated that she is in full agreement with Vice President Holober and asked how the trends impacted the plans presented. She also inquired whether or not the data on modalities were broken down by race and ethnicity, citing that different modalities mean different things to different groups of people. Vice Chancellor McVean shared how the trends impacted the updated Strategic Plan; he noted that he would review the survey data to see if the modality data can be disaggregated by race/ethnicity. Trustee Petrides stated modalities and pedagogy tie to equity and success. She also asked if the Corporate Community and Continuing Education program is creating a pipeline for our credit courses and stated that she would like to see those data. Vice Chancellor McVean stated that there is not currently a part of the evaluation but that he will take a deeper look at Community Education.

Vice President Holober suggested taking a look at disaggregated Promise Scholar student data and the larger *Free Community College* students to compare with other students, noting that this would allow us to see the success of that program in comparison with other students. He also stated that would like to explore and proceed with an automatic enrollment program and suggested selecting one high school for each college as a pilot establishing concrete deliverables and expanded, live outreach for students not persisting. President Nuris clarified that students would receive letters of acceptance and not be automatically enrolled. Vice Chancellor McVean shared that there had been some discussion about automatic acceptance and that the District should consider leveraging technology by utilizing the District CRM to design the pilot which can focus on dually enrolled students.

Trustee Pimentel thanked Vice Chancellor McVean and staff for their great work on the updated and revised Strategic Plan and for the new and original thinking. Trustee Pimentel also suggested free community college would create equity for all county residents. He questioned if revenue-generating programs should be included as strategic objectives in the Strategic Plan and asked the other board members whether or not they thought revenue-generating programs should be a strategic goal for the district Strategic Plan. Vice President Holober stated that six years ago there was a goal to expand District enterprises but suggested that was not the current goal. President Nuris said that there was dual benefit to having revenue generating entities in that it supports not only the program but provides funding for broader college and District priorities.

In relation to the discussion regarding international education inclusion in the plan, Trustee Goodman said that there is tremendous value in having international students come to our campuses from international locations and provide the added benefit to our local students who do not have the benefit of travel and exploring different cultures. Trustee Petrides said that she supports international education and global exchange of ideas and people and culture.

Trustee Pimentel agrees we should make clear reference to efficient use of taxpayer resources to accomplish our mission and we should state transparency as a strategic goal. He suggested that the District should strive to be a post-pandemic community college that takes advantage of a multi-modal environment which would increase access for those who might not be able to make it to campus. He further advocated for embracing the use of technology as a way to drive cost down and drive access up. Trustee Pimentel would like to include a reframing in evaluating satellite facilities and using shuttle operations to reach under-served communities like East Palo Alto and North Fair Oaks. He also suggested increasing marketing and outreach efforts to combat enrollment decline.

Vice President Holober suggested Vice Chancellor McVean compile a summary of all suggested edits to the plan and bring it back at future meeting for review and direction by the Board. President Nuris further suggested that the members of the Strategic Planning Committee be provided an opportunity to provide feedback about suggested edits to the plan.

Public Comment:

- Maxine Turner suggested changes to the executive summary and expressed support for not including international student programs in the plan, but did advocate for including lifelong learning programming and transparency measures.

INFORMATIONAL ITEMS

Discussion of Return to In-Person Board Meetings (21-06-02C)

(Time Stamp: 3:57:38)

Summary of Discussion: Chancellor Claire shared that there is a gubernatorial executive order in place that allows the Board to conduct meetings virtually operate, but that that order was likely to be rescinded in the fall. He also noted that guidance from Cal/OSHA was forthcoming that prescribes requirements for in-person activities.

Trustee Goodman stated that the Board was considering broadcasting meetings prior to the pandemic and acknowledged that a hybrid meeting format would be desirable. Trustee Petrides said she did not see any reason not to make meetings completely accessible, be inclusive and have more hybrid opportunities. However, as it relates to in-person meetings, she stated that she would want to ensure safe environment when returning to in-person meetings.

Vice President Holober stated that he would like for the District to accelerate the return to in-person academic instruction and he said the Board should be role models in that return, while still allowing members of the public to attend the meetings virtually. Trustee Pimentel agreed and noted that all Board meetings should be available in-person and online.

President Nuris asked what would it take for the Board to move to in-person meetings. Chancellor Claire responded that the District technology team has been preparing the Board room and the District is awaiting final guidelines from state health and safety officials regarding meeting

requirements and options, but suggested that it was likely the Board could convene in-person as early as this summer.

Public Comment:

- Jeramiah Sims, in a written comment, asked why there was a need to rush back to in-person activities.

Review of Policy Recommendations for COVID-19 Recovery Plan (21-06-03C)

[\(Time Stamp: 4:06:05 – continued in Video pt. 2\)](#)

Summary of Discussion: Chancellor Claire introduced the topic and stated that this is the Board’s opportunity to provide initial feedback on a draft recovery policy framework. Chancellor Claire shared key data points and briefed the Board on outreach efforts to participatory governance groups and to the District’s collective bargaining units.

Chancellor Claire discussed each element of the Policy Framework and responded to Board questions and comments in the following general areas: return to work, employee and student vaccination requirements, and increasing on-campus access for fall. Chancellor Claire stated that the strategy for increasing on-campus sections is to add sections while maintaining online courses. He stated that the District’s goal is to match on-campus classes with student demand, which is 30% or 600 sections. Chancellor Claire stated that his one concern is the ability to staff courses. Chancellor Claire also stated that the District intends to run an aggressive marketing campaign over the summer to capture additional enrollment for fall.

Trustee Goodman asked for clarification regarding prior statements made concerning the difficulty of going from on-campus to online. Trustee Goodman also asked about ventilation mapping and site preparation in general. He suggested that we be mindful of the needs of students of color and encouraged the Board to provide direction regarding flexible learning opportunities and other supports.

Trustee Pimentel asked for data on how many sections the colleges are offering in-person versus online as of today. Trustee Pimentel stated that everyone on campus should be vaccinated, that all on campus must wear a mask, that all student support services be open, and that the District be at 50% in-person instruction. Trustee Pimentel stated that he supported the overall framework but would like to see specific goals.

Trustee Petrides asked how the District will approach working with buildings that may be unsafe and decision dates for those buildings. Trustee Petrides stated that she supports the overall draft framework including the onsite goal of 30%, which the Board suggested at a prior meeting on this topic. She urged that the District be transparent concerning safety and worksite conditions.

Vice President Holober stated that a safe and healthy environment for students and employees is the Board’s highest priority. He also acknowledged that these are tough policy decisions and not everyone will be happy. Vice President Holober expressed concerns about enrollment losses for our District and community college system as a whole and that student preferences for fall do not reflect the preferences of students that we have lost.

President Nuris asked the Board to provide consensus for direction to staff. The Board agreed with the general policy framework and asked for targets to be included for in-person classes.

Health Director Ray Hernandez briefed the Board on the District's efforts in partnering with community resources to improve the COVID-19 vaccine access to employees and students. Vice Chancellor Jose Nunez and Facilities Director Michele Rudovsky responded to questions and concerns about ventilation and site preparation in general. Director Rudovsky also stated that the District has actively assessed currently occupied workspaces for ventilation.

Public Comment:

- J. Carson stated that her hope is that the District has a map of ventilation and that rooms have been assessed.
- Lori Slicton raised several concerns about safety, personal and family health issues, and concerns about scheduling additional onsite courses.
- Vera Quijano stated that use of student surveys is not the best way to capture the student voice. She also stated concerns about faculty syllabi requirements regarding student health.
- Marianne Kaletzky stated her concern about the lack of Health and Safety Committee meetings and related information, and also the lack of AFT representation in the decision-making process.
- Rosemary Bell stated that requirements are changing frequently and that we should error on the side of caution. She also stated her concerns about ventilation. Finally, Ms. Bell stated her concern about retribution for employees who do not wish to come back in the fall semester.
- Michelle Hawkins stated that she does not oppose vaccines, but that she opposes the general idea about mandating the COVID-19 vaccination for employees.
- Stephanie Wells stated her concern about choice and flexibility for classified staff.

Board Retreat Planning (21-06-04C)

[*\(Video pt. 2 - Time Stamp: 0:47:27\)*](#)

Summary of Discussion: The Board agreed to hold this item over to a future meeting.

Public Comment: None.

Receipt of Sunshine Proposal for Contract Re-openers from CSEA (21-06-05C)

[*\(Video pt. 2 - Time Stamp: 0:47:27\)*](#)

Summary of Discussion: President Nuris noted that as part of the collective bargaining process, the District, units must sunshine bargaining proposals and that the District had received this proposal from CSEA and at its next meeting on June 23, 2021, the Board would receive public comment on the proposal.

Public Comment: None.

COMMUNICATIONS

[*\(Video pt. 2 - Time Stamp: 0:47:27\)*](#)

Trustee Pimentel noted that he received a letter from Graystar, a developer, regarding housing. He forwarded the letter to Chancellor Claire.

STATEMENTS FROM BOARD MEMBERS

President Nuris: Thanked Student Trustee Shonette for her exemplary service and wished here well.

Vice President Holober: None.

Trustee Goodman: None.

Trustee Petrides: None.

Trustee Pimentel: Noted that he and Chancellor Claire had recently met with representatives of Sequoia Union High School District regarding automatic acceptance.

Student Trustee Shonette: None.

President Nuris announced that the next meeting of the Board of Trustees would be a regular meeting on June 23, 2021, conducted via Zoom.

RECONVENE TO CLOSED SESSION

[*\(Video pt. 2 - Time Stamp: 1:00:16\)*](#)

The Board recessed to Closed Session at 11:00 p.m.

RECONVENE TO OPEN SESSION

[*\(Video pt. 2 - Time Stamp: 2:45:13\)*](#)

The Board reconvened to Open Session at 12:45 a.m.

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Nuris announced that the Board took no reportable actions in Closed Session.

ADJOURNMENT

The meeting adjourned by consent at 12:46 a.m.

Submitted by

Michael Claire, Secretary