

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
March 23, 2022 – 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 5:10 p.m.

Board Members

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

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Holober stated that during Closed Session, the Board will take up items as listed on the printed agenda including: (1) Conference with Legal Counsel – Existing Litigation: Cal’Landrea Glenn v. San Mateo County Community College District (Cañada College) U.S.D.C. (Northern District) Case No. C20-06951-JCS; (2) Conference with Labor Negotiator for Employee Organizations: AFSCME, AFT, CSEA, Unrepresented Employees; (3) Pursuant to Gov. Code § 54957: Public Employee Discipline/Dismissal/Release; and (4) Conference with Legal Counsel – Potential Litigation: Significant Exposure to Litigation Pursuant to Gov. Code § 54956.9, Subd. (D)(2): One Case

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY

No statements/comments.

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 5:12 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 6:13 p.m.

Board Members

Present: President Richard Holober, Vice President Lisa Petrides, Trustee Maurice Goodman, Trustee Thomas A. Nuris, Trustee John Pimentel, Student Trustee Ashley Garcia

Others Present: Chancellor Michael Claire, Executive Vice Chancellor Richard Storti, Skyline College President Melissa Moreno, College of San Mateo President Jennifer Taylor-Mendoza, Cañada College Interim President Kim Lopez, District Academic Senate President Kate Williams Browne

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

(Time Stamp: 7:11)

President Holober stated that no reportable actions were taken in Closed Session, and the Board will reconvene to Closed Session immediately following the conclusion of Open Session.

DISCUSSION OF THE ORDER OF THE AGENDA

(Time Stamp: 7:15)

President Holober stated that staff asks that Item 13.6 – Approval of Proposed Updates to Board Policy 2710 (2.45) Regarding Conflict of Interest – be removed from the agenda. Staff intends to bring the item back to the Board for consideration at the next meeting.

MINUTES

Approval of the Minutes of the January 26, 2022 Regular Meeting (6.1)

(Time Stamp: 7:52)

Motion to Approve by: Trustee Goodman

Second by: Trustee Nuris

Action: Approved as amended, with all Trustees voting aye.

Summary of Discussion: Vice President Petrides mentioned the positions listed in Section F in item 22-01-02A (Approval of Personnel Items: Changes in Assignment, Compensation, Placements, Leaves, Staff Allocations and Classification of Academic and Classified Personnel) are new positions or not. Director of Human Resources, David Feune, confirmed all positions are new, except two (2) as those are replacements.

Trustee Pimentel asked to clarify that on item 22-01-106B (Authorization to Execute Contract with LPA, Inc. for Districtwide Student Housing Project) his point was asking the Administration to confirm the contract could be suspended or canceled without penalties if SMCCCD did not win the state grant. The District Administration responded that the contract did allow for this.

Public Comment: None.

Approval of the Minutes of the February 23, 2022 Regular Meeting (6.2)

(Time Stamp: 14:19)

Motion to Approve by: Trustee Nuris

Second by: Trustee Pimentel

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

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 (7.1)

(Time Stamp: 14:46)

Summary of Discussion:

President Melissa Moreno recognized the nominee from Skyline College – Mylene Foo.

President Jennifer Taylor-Mendoza recognized the nominee from College of San Mateo – Estela Garcia.

Interim President Kim Lopez recognized the nominee from Cañada College – Joan Murphy.

Executive Vice Chancellor Storti recognized the nominee from the District Office – Nettie Wong.

President Holober announced that the 2022 San Mateo County Community College District Classified Employee of the Year is Nettie Wong. The Board’s nomination will be forwarded to the State Chancellor’s Office for consideration for state community college Classified Employee of the Year.

Public Comment: None.

RECESS FOR CONGRATULATORY CELEBRATION

[\(Time Stamp: 39:42\)](#)

The Board recessed at 6:47 p.m. to congratulate and celebrate each of the nominees.

RECONVENE TO OPEN SESSION

[\(Time Stamp: 56:42\)](#)

The meeting reconvened at 7:04 p.m.

Presentation by Professor Richard Lohmann of Student Book of Photography Relating to Pandemic Experience (7.2)

[\(Time Stamp: 57:01\)](#)

Summary of Discussion: President Taylor-Mendoza introduced Professor Richard Lohmann of the College of San Mateo. Professor Lohmann shared that the CSM Photography Department created a student book of photography entitled “*Living Under COVID-19*,” which depicts 90 images of Photography students and life as they saw it during the COVID-19 Pandemic.

Public Comment: None.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

[\(Time Stamp: 1:04:48\)](#)

- **Chancellor Claire** commended Professor Lohmann on his dedication and commitment to his students, along with his talent as a Photographer. He congratulated all of the honorees for Classified Employee of the Year, and thanked all of the Classified Employees within SMCCCD for their hard work. He acknowledged and honored the women students, faculty, and staff for Women’s History Month.
- **President Taylor-Mendoza** mentioned the successful Career and Internship Exploration Fair that took place on campus, with 45 outside businesses/organizations (100 persons representing all of those entities) and over 250 students in attendance. She also stated that five Associated Students of CSM students are traveling to Washington, D.C. to meet with congressional leaders on important topics, along with go on tours of the White House, Capitol Hill, etc. Lastly, she is looking forward to presenting the Coast 2 College Plan during the April Board Meeting.
- **Interim President Lopez** introduced a children’s book (“*Adventures of the Mighty 5 – Fighting Corvin and His Creeps*”) created by the Educators Now Club at Cañada College, during the summer/fall of 2020 in response to the COVID-19 Pandemic. She also noted that March 19th, Cañada College hosted the 10th Annual Latinx Youth Conference for 2022, of which 300 community members were in attendance.

- **District Academic Senate President Browne** mentioned faculty participating or attending campus forums for Vice President of Instruction at Skyline College and President at Cañada College. She also mentioned the AB705 implementation, and how District Academic Senate has asked the President of the State Faculty Association of California Community Colleges to attend their April meeting to give guidance on the process. Lastly, she thanked the Chancellor and Board of Trustees for attending the Board Meet and Greets, especially Student Trustee Garcia.
- **Student Trustee Garcia** highlighted and commended Skyline College's Associated Students for hosting a Mid-term Support Week for students. She also mentioned that each college campus' Associated Students will host a Leadership Retreat in May.

STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

(Time Stamp: 1:18:38)

- **AFT, Local 1493:** Marianne Kaletzky stated that negotiations between AFT and SMCCCD for the next multi-year contract have begun. She noted that the union want to work collaboratively to create the fairest contract possible and one that best serves faculty and students.
- **CSEA, Chapter 33:** Annette Perot stated the CSEA has begun the next step in the process to initiate negotiations on the 2022 Successor Contract, and are on track to sunshine the initial proposal at the April Board Meeting.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

(Time Stamp: 1:22:00)

- Vera Quijano acknowledged the month of March is Brain Injury Awareness Month. She also stressed her frustration regarding Cañada College's Building 1.
- Gary Dilley, in recognition of the CSM 100-year anniversary, presented a copy of the 1922-1947 Anniversary Book of San Mateo Junior College (now College of San Mateo), which was found by a former staff member at a community event.
- Karen Gage expressed concerns about Cañada College's Building 1; Chancellor Claire asked if she would follow up with an email directly to him.
- Emily Kurland made comments on enrollment and modality preferences.

NEW BUSINESS

Approval of Personnel Items: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel (11.1)

(Time Stamp: 1:37:28)

Motion to Approve by: Trustee Nuris

Second by: Trustee Goodman

Action: Approved as amended, with all Trustees voting aye.

Summary of Discussion: Director of Human Resources, David Feune, pointed out three adjustments that needed to be made on this item. (1) Under Section B – Christy Wu's start date is March 24, 2022, not April 4, 2022; (2) Under Section E – Nicole Kelly's pay equal to 15% of the employee's base salary,

not 10%; (3) Under Section F – pull #5 under Skyline College.

Trustee Pimentel requested a job description of the Director of Global Trade at Cañada College be emailed to him after this evening's meeting.

Public Comment: None.

Holding of Public Hearing on District's Initial Contract Proposal to the Local 829, Council 57, American Federation of State, County and Municipal Employees, AFL-CIO (11.2)

(Time Stamp: 1:42:51)

Motion to Approve by: Trustee Nuris

Second by: Vice President Petrides

Public Hearing Opened: 7:51 p.m.

Public Comment: None.

Public Hearing Closed: 7:51 p.m.

Acceptance of District's Initial Contract Proposal to the Local 829, Council 57, American Federation of State, County and Municipal Employees, AFL-CIO (11.3)

(Time Stamp: 1:44:13)

Motion to Approve by: Vice President Petrides

Second by: Trustee Nuris

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Holding of Public Hearing on District's Initial Contract Proposal to the California School Employees Association, Chapter 33 (11.4)

(Time Stamp: 1:45:02)

Motion to Approve by: Trustee Goodman

Second by: Trustee Pimentel

Public Hearing Opened: 7:53 p.m.

Public Comment: None.

Public Hearing Closed: 7:53 p.m.

Acceptance of District's Initial Contract Proposal to the California School Employees Association, Chapter 33 (11.5)

(Time Stamp: 1:45:54)

Motion to Approve by: Trustee Nuris

Second by: Trustee Goodman

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Holding of Public Hearing on District's Initial Contract Proposal to the San Mateo County College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO (11.6)

[*\(Time Stamp: 1:46:30\)*](#)

Motion to Approve by: Vice President Petrides

Second by: Trustee Goodman

Public Hearing Opened: 7:55 p.m.

Public Comment: None.

Public Hearing Closed: 7:55 p.m.

Acceptance of District's Initial Contract Proposal to the San Mateo County College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO (11.7)

[*\(Time Stamp: 1:47:26\)*](#)

Motion to Approve by: Trustee Goodman

Second by: Trustee Pimentel

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Holding of Public Hearing on Initial Contract Proposal from the San Mateo County College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO to the District (11.8)

[*\(Time Stamp: 1:48:26\)*](#)

Motion to Approve by: Trustee Nuris

Second by: Trustee Goodman

Public Hearing Opened: 7:56 p.m.

Public Comment: None.

Public Hearing Closed: 7:57 p.m.

Acceptance of Initial Contract Proposal from the San Mateo County College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO to the District (11.9)

[*\(Time Stamp: 1:49:20\)*](#)

Motion to Approve by: Trustee Goodman

Second by: Trustee Nuris

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Ratification of Agreement Regarding Contract Reopeners for California School Employees Association, Chapter 33 (11.10)

(Time Stamp: 1:49:48)

Motion to Approve by: Trustee Pimentel

Second by: Vice President Petrides

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

NEW BUSINESS: Approval of Consent Agenda

(Time Stamp: 1:50:30)

Appointment of Alternative Member to Retirement Board of Authority (12.1)

Disposition of Distric Records for Skyline College (12.2)

Disposition of District Records for Cañada College (12.3)

Approval of Curricular Additions, Deletions and Modifications College of San Mateo and Skyline College (12.4)

Motion to Approve by: Trustee Nuris

Second by: Vice President Petrides

Action: All items approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

NEW BUSINESS: Other Recommendations

Approval to Reject Bid and Rebid Cañada College Building 8 Generator Upgrade Project (13.1)

(Time Stamp: 1:51:25)

Motion to Approve by: Trustee Goodman

Second by: Vice President Petrides

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Acceptance of \$500,000.00 in Grant Funds from California Apprenticeship Initiative to Implement an Early Childhood Apprenticeship Program (ECAP) at Skyline College (13.2)

[\(Time Stamp: 1:52:32\)](#)

Motion to Approve by: Trustee Goodman

Second by: Trustee Pimentel

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Vice President Petrides asked about the process of applying for and securing this grant. Skyline College's Vice President of Instruction Danni Redding Lapuz stated the process has been in the works for a while, and they received a small grant to help with the grant writing process for this apprenticeship program.

President Holober asked if this is a state apprenticeship program, and if there are others like this for Early Childhood education. District Academic Senate President Browne gave an overview on how the apprenticeship program started, as well as how the program went about seeking and receiving funding.

Trustee Goodman asked if the program takes the place of practicum programs, and DAS President Browne stated at the beginning it will be in addition to practicum.

Public Comment: None.

Acceptance of \$200,000.00 in Grant Funds from the California Community College Chancellor's Office Institutional Effectiveness Partnership Initiative to Support the People's College Initiative (PCI) at Skyline College (13.3)

[\(Time Stamp: 2:02:13\)](#)

Motion to Approve by: Trustee Goodman

Second by: Trustee Nuris

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Approval of Menlo Park Dental Rover: Sterilization Technology Program (Collaboration between Cañada College and Community, Continuing and Corporate Education (CCCE)) (13.4)

[\(Time Stamp: 2:03:10\)](#)

Motion to Approve by: Trustee Pimentel

Second by: Vice President Petrides

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Trustee Pimentel asked how many students are expected to attend the program, as well as what the demand is for maximizing the opportunity for the program.

Dr. Julian Branch, Director of Workforce Development at Cañada College, stated 20 students are expected to attend for one cohort, with 1,000 available job openings for Dental Assistants in the region. He stated expansion will depend on being able to get additional grants at \$100 per student. This program will assist students with finding jobs after they receive their certification, so the college will be a bridge between the student and the employer.

President Holober asked how this program ties into the Dental program at the College of San Mateo; Dr. Branch stated that students who complete the program at CSM receive a licensed certification through the state medical board. The license certification allows students to do more procedures in the dental offices, whereas the certification from Cañada is more so for front office work in the dental office.

Trustee Goodman asked if an update can be provided to the Board in five months to see the success rate of the program.

Public Comment: None.

Approval of Sole Source Renewal Agreement with LinkedIn Corporation (13.5)

(Time Stamp: 2:08:31)

Motion to Approve by: Vice President Petrides

Second by: Trustee Nuris

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Vice President Petrides asked how many students are utilizing the program; Skyline College President Moreno provided brief context about this agreement and corporation.

President Moreno stated this is the second time receiving approval for a three-year contract with this vendor, of which all three colleges utilize. Each college has embedded the LinkedIn Learning Modules into their Career Education, Dual Enrollment, and Promise Programming that faculty and students can access and use as a resource. These soft skills are added value for career readiness and job placement, not for college credit, however, will show up on their LinkedIn profile. Colleges receive customized data to be able to track alumni and provides workforce trends to see the success rate.

Trustee Goodman stated this is more for on-demand type of service for quick onboarding and access to LinkedIn's programs; however, SMCCCD does have students at some colleges that do get credit for college and career readiness.

Skyline College's Dean of Strategic Partnerships and Workforce Development, Andrea Vizenor, provided additional information on the program and stated the program is also available to alumni.

Public Comment: None.

Appointment of Ad-Hoc Advisory Committee Relating to Request for Qualifications Process for Performance Audit (13.7)

(Time Stamp: 2:19:10)

Motion to Approve by: Trustee Goodman

Second by: Trustee Pimentel

Action: President Holober and Trustee Goodman were nominated to serve on the ad-hoc sub-committee. Approved unanimously, with all Trustees voting aye.

Summary of Discussion: President Holober advised this is a follow-up from his suggestion to hire an outside expert to conduct a performance audit. He stated two Trustees can be appointed to this ad-hoc sub-committee.

President Holober volunteered himself to be on the committee. Trustee Goodman (1st) and Trustee Pimentel (2nd) moved for this approval. President Holober nominated Trustee Goodman to join the

committee. President Holober (1st) and Trustee Nuris (2nd) moved for the approval.

Public Comment: None.

INFORMATION ITEMS

Update on Student Housing Grant Application (14.1)

[*\(Time Stamp: 2:23:06\)*](#)

Summary of Discussion: Vice Chancellor Mitchell Bailey provided a summary of actions relating to the District's application for state funds to develop and construct student housing. He explained to the Board that the California Department of Finance issued a list for projects recommended to be funded that the District's project was deemed ineligible for consideration. Mr. Bailey explained in detail issues of concern staff found with the process used for evaluating proposals. He asked for the Board's permission to initiate a process through the District's local legislative delegation to lodge a protest and to seek to have the District's project added to the list of projects eligible for funding.

Executive Vice Chancellor Richard Storti stated the District has halted work of the architectural firm engaged to design the student housing project, but in order to move forward with potential state funding, the District would need to continue planning efforts.

Trustees agreed with concerns outlined by staff and advised staff to initiate a process to protest the decision of the Department of Finance. The Board further advised to suspend any planning and associated expenses until there is greater clarity on the grant appeal.

Public Comment: None.

Break

[*\(Time Stamp: 3:06:40\)*](#)

The meeting recessed for Break at 9:14 p.m.

Reconvened to Open Session

[*\(Time Stamp: 3:10:42\)*](#)

The meeting reconvened from Break at 9:25 p.m.

President Holober mentioned tabling any items for the interest of time, due to the Board of Trustees needing to return to Closed Session.

Discussion of Board Policies and Direction on Employee Housing Program (14.2)

[*\(Time Stamp: 3:12:09\)*](#)

In the interest of time, this item was held and will be presented at the Board's meeting on April 27, 2022.

Update on Summer and Fall 2022 Enrollment Efforts (14.3)

[*\(Time Stamp: 3:13:43\)*](#)

Summary of Discussion: Chancellor Claire acknowledged the collective concern regarding enrollment and framed the discussion as it relates to actions for summer and fall terms.

Matt Walters of VisionPoint Marketing, the District's marketing firm of record, provided an overview of the goals of the District's strategic marketing campaign, including to (1) Stabilize Enrollments; (2) Increase representation among underserved and minoritized communities; and

(3) Raise awareness and elevate perception of the colleges. He explained that there a number of key strategies to achieve the goals.

Vice President Petrides advised the tiers presented look like a good approach, but she would like to know when the plans will start and the cost. Vice Chancellor Mitchell Bailey stated the campaigns would launch for summer and fall terms and that the overall strategic marketing campaign, which will spread over a year's period is budgeted at roughly \$1 million.

Trustee Goodman asked about data from the most recent campaigns. He stated a lot of responses he received from students is that what was said was more bothersome than compelling. He stated that what is being said is more important.

Trustee Pimentel agreed with Trustee Goodman, and stated the Board wants to act on what can be acted upon or changed now. He also asked about providing marketing in languages other than English.

President Holober suggested to find the public image for each of the college campuses and build on it. He asked what students the District was losing to competitors, and how do those schools market to those students to get them to attend their colleges/universities.

Trustee Nuris suggested when marketing, the audience being marketed to should be the one being talked about or presented in the material; the district needs to show that we know who they are.

Student Trustee Garcia stated some of the students are asking the question – how can you help me? How can SMCCCD help me? The programs that SMCCCD offers are not being promoted or advertised to show how the district can be helpful or appealing to students outside the boarder community.

Chancellor Claire explained that the Board's May 11 study session would be devoted to fully discussing enrollment.

Public Comment: None.

2022 Districtwide Facilities Master Plan Update (14.4)

(Time Stamp: 3:11:19)

NOTE: This item was removed from the agenda in the interest of time.

In the interest of time, this item was held and will be presented at a future meeting.

Trustee Pimentel asked that Board members have an opportunity to tour the three campuses prior to bringing this item back for discussion.

President Holober asked that when presented at a future meeting that the plan be plan documents be included with the agenda.

Discussion of Foundation Fundraising Goal (14.5)

(Time Stamp: 4:07:18)

Summary of Discussion: Chancellor Claire stated there is a formal request for a capital campaign goal of \$100 million, and the Foundation asked for clarity from the District on what is intended to be done, and hear from the Board of Trustees for further direction.

Trustee Pimentel advised it is to help provide support to SMCCCD Foundation, which raises funds for a lot of the programs the Board and District care most about, along with specialty groups and programs. The Foundation creates flexibility on how the funds are spent to help most of the

District's vulnerable populations. He mentioned the Foundation is wanting to know if an additional capital campaign can be created to help fund additional programs, and if the Board would be on board with these efforts.

Trustee Goodman stated the Foundation needs to know what direction the Board wants them to go in raising a large amount of funds for a specific program or cause. He noted that whatever the ask, it should be aligned and flexible enough to be future proof.

Trustee Nuris stated the Board needs to hear from the Foundation on what is needed, so then everyone can be on the same page – what they think they can do, what they want to do, etc.

Foundation Director Tykia Warden stated the Foundation is in the process of completing a RFP process to hire someone to come in and do a feasibility study and determine a realistic capacity to which the current foundation staff can fundraise. The Foundation wants to raise money for the needs of the students, along with District programs.

Public Comment: None.

COMMUNICATIONS

(Time Stamp: 4:20:41)

- Chancellor Claire stated the District has received a couple of emails about the school's masking mandate, and those individuals have received responses.

STATEMENTS FROM BOARD MEMBERS

(Time Stamp: 4:21:08)

No statements.

President Holober stated that the next board meeting will be April 27, 2022.

RECONVENE TO CLOSED SESSION

The Board recessed to Closed Session at 10:39 p.m.

NOTE: The remaining items are on video 2022-03-23 Board of Trustees Regular Board Meeting – Part II

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 12:00 a.m.

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

Executive Assistant to the Board, Candice Bell, reported out on behalf of President Holober, due to technical difficulties. The Board met in Closed Session, and there were no reportable actions taken.

ADJOURNMENT

Meeting adjourned at 12:00 a.m.

Submitted by

Michael Claire, Secretary