

**Minutes of the Regular Meeting of the Board of Trustees  
San Mateo County Community College District  
December 11, 2024 – San Mateo, CA**

**In-Person Location  
3401 CSM Drive, San Mateo, CA 94402**

**This meeting was conducted in person, as well as 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 5:02 p.m.**

**Board Members**

**Present:** Vice President Michael Guingona, Trustee Lisa Petrides, Trustee Richard Holober, and Trustee Wayne Lee

**Board Members**

**Absent:** President John Pimentel

**ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION**

Vice President Guingona stated that during Closed Session, the Board will take up items as listed on the printed agenda including: (1) Pursuant to Gov. Code §54956.9 (d)(2), (d)(4), and (h): Conference with Legal Counsel - Anticipated Litigation: Significant Exposure to Litigation - Number of Potential Cases: 3; (2) Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Julie Johnson Employee Organization: AFT; (3) Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Julie Johnson Employee Organization: CSEA; (4) Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Julie Johnson Employee Organization: AFSCME; and (5) Pursuant to Gov. Code §54957: Public Employee Performance Evaluation: Chancellor

**PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY**

No comments.

**RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 5:03 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 6:03 p.m.

**Board Members**

**Present:** Vice President Michael Guingona, Trustee Lisa Petrides, Trustee Wayne Lee, Trustee Richard Holober, and Student Trustee Chloe Johnson

**Board Members**

**Remote:** President John Pimentel (not present at time of Roll Call; arrived remotely at 6:12 p.m.; arrived in person at 7:05 p.m.)

**Others Present:** Chancellor Melissa Moreno, Executive Vice Chancellor Richard Storti, Skyline College Acting President Newin Orante, College of San Mateo President Dr. Manuel Alejandro Pérez, Cañada College President Kim Lopez, and District Academic Senate President David Eck

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

No action taken.

### **DISCUSSION OF THE ORDER OF THE AGENDA**

- Staff recommended moving Discussion Item 15.3 up in the agenda before Recognition of SB 893 Free College Champions, and moving Discussion Item 15.2 up in the agenda before New Business due to guest honorees and presenters in attendance.
- Staff recommended to move New Business Item 12.4 up in the agenda before Item 12.1

### **RECOGNITION OF SB 893 FREE COLLEGE CHAMPIONS**

*(Time Stamp: 1:24:59)*

#### **Adoption of Resolution 24-32 Honoring SB 893 Free College Champions (6.1)**

*Motion to Approve by:* Trustee Lee

*Second by:* Trustee Petrides

*Action:* Approved unanimously by Roll Call Vote, with all Trustees voting aye.

*Summary of Discussion:* Executive Director of Community and Government Relations David McLain provided a brief overview about the resolution and the recognition of the Free College Champions. The champions are Congressman Kevin Mullin, Assemblymember Marc Berman, and Senator Josh Becker.

Mr. McLain presented plaques of the resolution and a newspaper article highlighting SB 893 to the representatives of each office.

*Public Comment:* No comments.

### **CELEBRATORY RECESS**

#### **Celebratory Recess in Honor of SB 893 Free College Champions (7.1)**

*(Time Stamp: 1:27:38)*

The Board recessed at 6:29 p.m. to celebrate Tenured Faculty and CCCCO Student Leadership nominees. Light refreshments were served.

### **RECONVENE TO OPEN SESSION**

*(Time Stamp: 1:42:46)*

The meeting reconvened at 6:44 p.m.

### **STATEMENTS FROM EXECUTIVES, ACADEMIC SENATE, AND STUDENT REPRESENTATIVES**

- **Chancellor and Chancellor's Cabinet:** Chancellor Moreno thanked the AFT for the collaborative conversations they have been having during negotiations and bargaining. Bargaining will be from February 2025 to June 2025.
- **District Academic Senate:** DAS President David Eck stated that the Senate held a meeting and passed resolutions on the use of Artificial Intelligence (AI) and plagiarism.
- **Student Trustee and/or Associated Student Body:** No statements.

### **STATEMENTS FROM OTHER REPRESENTATIVE GROUPS**

- **AFT, Local 1493:** Rika Fabian made a statement.
- **CSEA, Chapter 33:** No statements.
- **AFSCME, AFL-CIO, Local 829, Council 57:** No statements.

### **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

No comments.

### **APPROVAL OF MINUTES**

#### **Approval of Approval of Minutes from November 6, 2024 Study Session of the Board of Trustees (11.1)** [\*\(Time Stamp: 1:51:11\)\*](#)

***Motion to Approve by:*** Trustee Lee

***Second by:*** Trustee Petrides

***Action:*** Approved unanimously, with all Trustees voting aye.

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

***Public Comment:*** None.

#### **Approval of Approval of Minutes from November 20, 2024 Regular Meeting of the Board of Trustees (11.2)** [\*\(Time Stamp: 1:51:28\)\*](#)

***Motion to Approve by:*** Trustee Lee

***Second by:*** Trustee Holober

***Action:*** Approved unanimously, with all Trustees voting aye.

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

***Public Comment:*** None.

### **NEW BUSINESS**

[\*\(Time Stamp: 2:24:05\)\*](#)

#### **Approval of Personnel Items (12.1)**

***Motion to Approve by:*** Trustee Lee

**Second by:** Trustee Holober

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

**Summary of Discussion:** Director of Human Resources David Feune advised of a change in the report, which is located in Section F, Item 4 under Skyline College.

**Public Comment:** No comments.

**Receipt of Initial Contract Proposal from the San Mateo Community College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO to the District and Setting of a Public Hearing (12.2)**

**Motion to Approve by:** Trustee Lee

**Second by:** Vice President Guingona

**Action:** Approved unanimously by Roll Call Vote, with all Trustees voting aye.

**Summary of Discussion:** None.

**Public Comment:** Tamara Perkins commented.

**Receipt of District's Initial Contract Proposal to the San Mateo Community College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO and Setting of a Public Hearing (12.3)**

**Motion to Approve by:** Trustee Lee

**Second by:** Trustee Petrides

**Action:** Approved unanimously, with all Trustees voting aye.

**Summary of Discussion:** None.

**Public Comment:** No comments.

**Approval of Revision to Miscellaneous Pay Rates Salary Schedule (12.4)**

**\*\* Note: This item was moved up in the agenda to go before Item 12.1.**

**Motion to Approve by:** Vice President Guingona

**Second by:** Trustee Lee

**Action:** Approved unanimously, with all Trustees voting aye.

**Summary of Discussion:** None.

**Public Comment:** No comments.

**APPROVAL OF CONSENT AGENDA**

**(Time Stamp: 2:30:40)**

**Ratification of September and October 2024 District Warrants (13.1)**

**Acceptance of California Community College Chancellor's Office Apprenticeship Pathway Demonstration Project Grant (13.2)**

**Disposition of Records (13.3)**

**Curricular Additions, Deletions and Modifications - Cañada College (13.4)**

**Curricular Additions, Deletions and Modifications - Skyline College (13.5)**

**Curricular Additions, Deletions and Modifications - College of San Mateo (13.6)**

***Motion to Approve by:*** Trustee Lee

***Second by:*** Vice President Guingona

***Action:*** Approved unanimously, with all Trustees voting aye.

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

***Public Comment:*** No comments.

**OTHER RECOMMENDATIONS**

***(Time Stamp: 2:31:39)***

**Setting December 13, 2024 as Date for Annual Reorganizational Meeting of the Board of Trustees (14.1)**

***Motion to Approve by:*** Vice President Guingona

***Second by:*** Trustee Lee

***Action:*** Approved unanimously, with all Trustees voting aye.

***Summary of Discussion:*** Chancellor Moreno provided an overview on the most recent changes to the reorganization meeting process and meeting dates.

***Public Comment:*** No comments.

**Adoption of the Revised Board of Trustees Meeting Dates for 2025 (14.2)**

***Motion to Approve by:*** Vice President Guingona

***Second by:*** Trustee Lee

***Action:*** Approved unanimously, with all Trustees voting aye.

***Summary of Discussion:*** Chancellor Moreno advised the purpose of the revision is to add two new dates for AFT Negotiations.

President Pimentel commended district administration for their working relationship with the bargaining groups.

***Public Comment:*** No comments.

**Adoption of 2025 Heritage Month Calendar (14.3)**

***Motion to Approve by:*** Vice President Guingona

***Second by:*** Trustee Lee

***Action:*** Approved unanimously, with all Trustees voting aye.

***Summary of Discussion:*** Chancellor Moreno presented a brief overview of this item.

***Public Comment:*** No comments.

#### **Approval of District Organizational Memberships (14.4)**

***Motion to Approve by:*** Vice President Guingona

***Second by:*** Trustee Holober

***Action:*** Approved unanimously, with all Trustees voting aye.

***Summary of Discussion:*** Chancellor Moreno presented a brief overview of this item. She advised the membership list will be provided to the Board each year, which will include updated or new memberships.

***Public Comment:*** No comments.

#### **Receipt and Acceptance of the 2023-24 District Audit Report (14.5)**

***Motion to Approve by:*** Trustee Lee

***Second by:*** Trustee Holober

***Action:*** Approved unanimously, with all Trustees voting aye.

***Summary of Discussion:*** Executive Vice Chancellor Richard Storti provided a brief overview, and introduced Steven Currie of CWDL to presented the results of the audit.

***Public Comment:*** No comments.

#### **Receipt and Acceptance of the 2023-24 Retirement Futuris Public Entity Investment Trust Audit Report (14.6)**

***Motion to Approve by:*** Trustee Lee

***Second by:*** Trustee Holober

***Action:*** Approved unanimously, with all Trustees voting aye.

***Summary of Discussion:*** Steven Currie of CWDL presented the results of the audit. Chief Financial Officer Peter Fitzsimmons was in attendance to answer questions. Chief Financial Officer Peter Fitzsimmons was in attendance to answer questions.

***Public Comment:*** No comments.

#### **Receipt and Acceptance of the 2023-24 KCSM-FM Audit Report (14.7)**

***Motion to Approve by:*** Vice President Guingona

***Second by:*** Trustee Holober

***Action:*** Approved unanimously, with all Trustees voting aye.

***Summary of Discussion:*** Steven Currie of CWDL presented the results of the audit.

***Public Comment:*** No comments.

#### **Receipt and Acceptance of the 2023-24 General Obligation Bond Financial and Performance Audit Reports (14.8)**

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

***Second by:*** Trustee Lee

**Action:** Approved unanimously, with all Trustees voting aye for both the financial audit and the performance audit.

**Summary of Discussion:** Executive Vice Chancellor Storti advised a General Obligation Bond requires a report on both financial and performance, and both must be approved. Steven Currie of CWDL presented the results of the audit.

President Pimentel thanked and commended district administration for their work on the reports.

**Public Comment:** No comments.

## **DISCUSSION ITEMS**

### **Update on the Workplace Violence Prevention Plan (15.1)**

[\(Time Stamp: 3:12:56\)](#)

**Summary of Discussion:** Chancellor Moreno advised it was brought to the Board and district administration's attention that the district is possibly not compliant with the prevention plan. After thorough review of the plan and feedback from constituents, updates have been made to the plan to be presented to the Board. Chief Human Resources Officer Julie Johnson was in attendance to answer questions.

**Public Comment:** DAS President David Eck commented.

### **Introduction of Municipal Advisor: Isom Advisors (15.2)**

[\(Time Stamp: 1:51:52\)](#)

**\*\*Note:** *This item was moved up in the agenda to go before Item 12.1.*

**Summary of Discussion:** Chancellor Moreno reminded the Board of the purpose for this presentation, and introduced Mikiko Sato. Ms. Sato is a representative from Isom Advisors, a full-service planning, campaign, and financial advisory firm. Isom Advisors is the firm that will be working with the district with financial plans and structure.

**Public Comment:** Maxine Terner commented.

### **Free College in SMCCCD: SB 893 First Year Report AY 2023-2024 (15.3)**

[\(Time Stamp: 1:08:21\)](#)

**\*\*Note:** *This item was moved up in the agenda to go before Item 6.1.*

**Summary of Discussion:** Chancellor Moreno welcomed the field representatives from the offices of Congressman Kevin Mullin, Assemblymember Marc Berman, and Senator Josh Becker. Joan Dentler in attendance on behalf of Senator Josh Becker; Elise Lester in attendance on behalf of Assemblymember Marc Berman; and Priscilla Molina in attendance on behalf of Congressman Kevin Mullin.

Vice Chancellor McVean provided a brief overview and update on the Free College/SB 893 Initiative.

**Public Comment:** No comments.

## **COMMUNICATIONS**

No communications.

## **STATEMENTS FROM BOARD MEMBERS**

- Trustee Holober wished everyone Happy Holidays.

- President Pimentel stated the Board will not return to Closed Session, and the next meeting of the Board will be a Special Board Meeting held on December 13, 2024, at the District Office Board Room.

**ADJOURNMENT**

Meeting adjourned at 8:24 p.m.

Submitted by

Melissa Moreno, J.D., Secretary and Chancellor