

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT BOARD AGENDA
STUDY SESSION
June 14, 2006
District Board Room
3401 CSM Drive, San Mateo

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board welcomes public discussion.

- *The public's comments on agenda items will be taken at the time the item is discussed by the Board.*
- *To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items"; at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*
- *If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements need to be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations". A member of the public may also write to the Board regarding District business; letters can be addressed to 3401 CSM Drive, San Mateo CA 94402.*
- *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three-day notice. For further information, contact the Executive Assistant to the Board at (650) 574-6550.*
- *Regular Board meetings are taped; tapes are kept for one month.*

6:00 p.m. ROLL CALL

Pledge of Allegiance

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

SWEARING IN OF STUDENT TRUSTEE

UNFINISHED BUSINESS

06-5-13CA Approval of revision to District Rules & Regulations Section 8.06, Investment of District Funds

NEW BUSINESS

06-6-1A Approval of personnel actions: changes in assignment, compensation, placement, leaves, staff allocations and classification of academic and classified personnel

06-6-2A Approval of revision to miscellaneous pay rate salary schedule

06-6-3A Ratification of compensation re-openers for the 2004-2007 contract between the District and the American Federation of State, County and Municipal Employees (AFSCME), Local 829

06-6-4A Ratification of the 2007-2010 contract between the District and the American Federation of State, County and Municipal Employees (AFSCME), Local 829

06-6-5A Ratification of re-openers for the 2004-2007 contract between the District and the California School Employees Association (CSEA), Chapter 33

- 06-6-6A Ratification of the 2007-2010 contract between the District and the California School Employees Association (CSEA), Chapter 33
- 06-6-7A Recommendation for compensation increases for 2005-2006 and 2006-2007 for contract and non-contract administrators and academic supervisors
- 06-6-8A Recommendation for compensation increases for 2007-2008 and 2008-2009 for contract and non-contract administrators and academic supervisors
- 06-6-9A Recommendation for compensation increases for 2005-2006 and 2006-2007 for non-represented classified professional/supervisory/confidential employees
- 06-6-10A Recommendation for compensation increases for 2007-2008 and 2008-2009 for non-represented classified professional/supervisory/confidential employees
- 06-6-100B Contract award – Skyline College gymnasium floor replacement, Building 3, Skyline College

STUDY SESSION

INFORMATION REPORT

- 06-6-1C Update on 2006 Facilities Master Plan - Districtwide

RECESS TO CLOSED SESSION

1. Closed Session Personnel Items
 - A. Public Employment
Employment: Cañada College – Instructor, Humanities Division; **College of San Mateo** – Instructor (3), Language Arts Division; Instructor, Technology Division; Instructor, Mathematics/Science Division; Associate Professor, Mathematics/Science Division; Assistant Project Director, Office of the Vice President of Instruction, Community Education Division; Librarian (2), Office of the Vice President of Instruction; Underwriting Representative, KCSM; Head Softball Coach, Physical Education/Athletics Division; **Skyline College** – Instructor, Social Science/Creative Arts Division; **District** – Vice Chancellor, Educational Services and Planning, Office of the Chancellor
 - B. Public Employee Discipline, Dismissal, Release
2. Conference with labor negotiator
 Agency negotiator: Harry Joel
 Employee organization: AFT

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

San Mateo County Community College District

May 17, 2006

BOARD REPORT NO. 06-5-13CA

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Barbara Christensen, Director of Community/Government Relations
574-6560

**APPROVAL OF REVISION TO DISTRICT RULES AND REGULATIONS
SECTION 8.06, INVESTMENT OF DISTRICT FUNDS**

The attachment shows the current language in Rules and Regulations Section 8.06 and proposed new language. The new language is necessary in order to assure that the District's policy is in compliance with the Government Code section which defines how local agencies may invest funds. The proposed changes are technical and non-substantive.

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed changes to District Rules and Regulations, Section 8.06, Investment of District Funds, as described in the report, to be effective immediately.

8.06 Investment of District Funds

1. This section of Rules and Regulations is intended to provide policy direction for investment of all District funds. The Executive Vice Chancellor is responsible for investment of District funds, within the parameters of this policy.
2. To maximize the income generated from any surplus funds available for investment and to assure that these investments are made under the provisions of Federal and State law and regulations, the following financial instruments are designated as acceptable investments under the provisions of Government Code Section 53601:
 - a. District's own bonds
 - b. U.S. Treasury notes, bills, bonds
 - c. Certificates of Deposits placed with commercial banks and/or savings and loan companies
 - d. Registered State warrants, notes or bonds
 - e. Government agency securities guaranteed by the Federal National Mortgage Association or by the Small Business Administration
 - f. Bankers Acceptance, with maturity limited to 180 days and not more than 40 percent of portfolio
 - g. Commercial paper of "prime quality" with maturity limited to 270 days and not more than 25% of portfolio
 - h. Local Agency Investment Fund (LAIF) State pool
 - i. San Mateo County Treasury
3. The following criteria will be used for selecting investments, in order of priority:
 - a. Safety
 - b. Liquidity
 - c. Yield
4. Assuming that two or more investments' yields are equal, the following order of priority will be used for making investments:
 - a. LAIF up to \$20 million limit
 - b. Certificates of Deposits in amounts not to exceed the FDIC insurable amount from any one institution

8.06 Investment of District Funds

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 - a. District's own bonds
 - b. U.S. Treasury notes, bills, bonds
 - c. Certificates of Deposits placed with commercial banks and/or savings and loan companies
 - d. Registered State warrants, notes or bonds
 - e. Government agency securities guaranteed by the Federal National Mortgage Association or by the Small Business Administration
 - f. Bankers Acceptance, with maturity limited to 180 days and not more than 40 percent of portfolio
 - g. Commercial paper of "prime quality" with maturity limited to 270 days and not more than 25% of portfolio
 - h. Local Agency Investment Fund (LAIF) State pool
 - i. San Mateo County Treasury
3. The following criteria will be used for selecting investments, in order of priority:
 - a. Safety
 - b. Liquidity
 - c. Yield
4. Assuming that two or more investments' yields are equal, the following order of priority will be used for making investments:
 - a. LAIF up to \$20 million limit
 - b. Certificates of Deposits in amounts not to exceed the FDIC insurable amount from any one institution

Deleted: Associate

Deleted: 180 days and not more than 30 percent of portfolio.

8.06 Investment of District Funds (continued)

- c. U.S. Treasury bills, notes, bonds
 - d. County Treasury as depository for District funds and cash balances shall earn interest in the County Investment Pool on a daily cash balance basis
5. Other investments which are deemed prudent but which are not specifically approved in Section 8.06(4) will be brought to the Board for review.
6. To provide the highest yield possible in selection of investments, the following conditions will be met provided the criteria for safety and liquidity have also been met:
- a. Maturity dates shall be timed to meet anticipated cash needs.
 - b. The financial soundness, experience, and personnel of all institutions or brokerage firms will be investigated before any District funds are committed.
 - c. District funds will not be invested in futures or options or repurchase or reverse repurchase agreements.
 - d. Reasonable costs (normally not more than one quarter of one percent) for making investments or investment advice will be paid.
7. A bank account will be established for the purposes of depositing and wire-transferring District funds for investment.

(Rev. 5/06)

8.06 Investment of District Funds (continued)

- c. U.S. Treasury bills, notes, bonds
- d. County Treasury as depository for District funds and cash balances shall earn interest in the County Investment Pool on a daily cash balance basis

5. Other investments which are deemed prudent but which are not specifically approved in Section 8.06(4) will be brought to the Board for review.

Deleted: have a maturity of more than one year or which

6. To provide the highest yield possible in selection of investments, the following conditions will be met provided the criteria for safety and liquidity have also been met:

Deleted: prior approval

- a. Maturity dates shall be timed to meet anticipated cash needs.
- b. The financial soundness, experience, and personnel of all institutions or brokerage firms will be investigated before any District funds are committed.
- c. District funds will not be invested in futures or options or repurchase or reverse repurchase agreements.
- d. Reasonable costs (normally not more than one quarter of one percent) for making investments or investment advice will be paid.

7. A bank account will be established for the purposes of depositing and wire-transferring District funds for investment.

Deleted: 8. Quarterly information reports on investments will be provided to the Board.

(Rev. 5/06)

Deleted: 3/95

BOARD REPORT NO. 06-06-1A

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Harry W. Joel, Vice-Chancellor,
Human Resources and Employee Relations, (650) 358-6767

APPROVAL OF PERSONNEL ACTIONS

Changes in assignment, compensation, placement, leaves, staff allocations and classification of academic and classified personnel:

A. Reassignment

College of San Mateo

- a. Judith Cheung** Accounting Technician KCSM Division

Reassignment from Office Assistant II at the Mathematics and Science Division, effective June 1, 2006, replacing Jeanne Stalker who was promoted to Program Services Coordinator at the Counseling/Student Services Division.

District

- a. Belinda Ho** Staff Assistant Facilities Planning and Operations

Reassignment from Administrative Secretary at Skyline College, Office of the Vice President of Student Services, effective July 1, 2006, replacing Larisa Howes who was promoted to Accounting Technician at District General Services/Accounts Payable.

B. Leave of Absence

Cañada College

- a. Lisa Palmer** Instructor Humanities Division

Recommend approval of pregnancy disability leave of absence, effective, May 26, 2006, pursuant to provisions of the Family and Medical Leave Act of California Rights Act. Pursuant to the District policy, employee is entitled to a maximum of twelve (12) calendar months of leave.

C. Lateral Transfer

Cañada College

- a. **Valerie Goines** Associate Professor Business and Workforce Development Division

Lateral transfer from an Associate Professor at the ECE/Business Division at Skyline College, effective August 14, 2006, replacing Dianne Eyer who retired.

- b. **Jose Javier Urena** Program Services Coordinator Counseling/Enrollment Services Division

Lateral transfer from a Program Services Coordinator at the EOPS/Enrollment Services, effective June 5, 2006, replacing Soraya Sohrabi who was promoted to Program Supervisor at the Counseling/Enrollment Services Division.

D. Changes in Staff Allocation

College of San Mateo

- 1. Recommend approval of temporary increase in staff allocation for four (4) 10-month positions at the College of San Mateo Child Development/Student Services Division for Summer Session 2006, effective June 19, 2006. The temporary increase will cover the six-week Summer Session:

<u>Allocation</u>	<u>Incumbent</u>	<u>Assignment Percentage</u>
Child Care Center Aide	Lori Pilster	100 %
Child Care Center Aide	Karen Wiggins Dowler	100 %
Instructional Aide I	Yovanka Crossley	100 %
Instructional Aide I	Maggie Lam	100 %

- 2. Recommend approval of an increase in staff allocation to add one (2) full-time classified twelve (12) month per year, Laboratory Technician positions in the Mathematics and Science Division, effective July 1, 2006.

The need for the additional laboratory support staff comes from the expanded facilities that the new Science building provides.

Skyline College

- 1. Correction to April 19, 2006 Board approved increase in staff allocation from addition of two (2) 83% of full-time classified, eleven (11) month per year, Instructional Aide I positions in the Business Children's Center to addition of two (2) 83% of full-time classified, ten (10) month per year, Instructional Aide I positions in the Business Children's Center.

D. Changes in Staff Allocation (continued)Skyline College

2. Correction to May 17, 2006 Board approved effective date of the addition of one (1) full-time Counselor, from August 16, 2006 to August 14, 2006.

E. Short-Term, Non-Continuing Assignments

The following is a list of requested classified short-term, non-continuing services that require Board approval prior to the employment of temporary individuals to perform these services, pursuant to Assembly Bill 500 and its revisions to Education Code 88003:

<i>Location</i>	<i>Division/ Department</i>	<i>No. of Pos.</i>	<i>Start</i>	<i>Date End</i>	<i>Services to be performed</i>
1. Cañada	Upward Bound – Academic Support Services	3	06/21/2006	08/04/2006	Instructional Aide II: to assist the instructors with disadvantaged high school students in college-prep Math, English and Science w/lab.
2. Cañada	University Center/Academic Support Services	1	07/01/2006	12/30/2006	Office Assistant II: to assist TRIO Student Support Services Program during summer.
3. Cañada	Counseling/Admissions and Records	1	07/01/2006	06/30/2007	Admissions and Records Assistant II: intermittent work in assisting Admissions and Records staff with application and registration processing during registration periods.
4. Cañada	University Center/Academic Support Services	3	06/15/2006	06/30/2007	Instructional Aide I: to assist the students in the TRIO - SSS Program.
5. CSM	PE/Athletics	35	07/01/2006	06/30/2007	Assistant Coach: to provide a variety of duties to support the athletic programs. Duties May include assisting the coaches, recruiting, practice planning/implementation, record-keeping, filming practices games or assisting student- athletes in transferring to four-year colleges and universities. (To support baseball, cross country, football, softball, swim, tennis, track & field, or water polo)

E. Short-Term, Non-Continuing Assignments (continued)

<i>Location</i>	<i>Division/ Department</i>	<i>No. of Pos.</i>	<i>Date</i>		<i>Services to be performed</i>
			<i>Start</i>	<i>End</i>	
6. CSM	Institutional Advancement President's Office	1	07.01.2006	06.30.2007	Administrative Assistant: to assist with data bases, cleaning out files, taking files off hard drive and transfer to CDs, and year-end office clean up.
7. CSM	Vice President, Instruction Office	1	07/01/2006	06/30/2007	Administrative Assistant: to assist with preparation of financial reports as well as data entries using Banner and other databases.
8. CSM	V.P., Instruction Office – (MCHS)	1	07/01/2006	06/30/2007	Project Director: to assist with data extraction, data management and data analysis. (The data covers Middle College High School student information.)
9. CSM	Counseling/EOPS	2	07/01/2006	06/30/2007	Career Resources/Counseling Aide: intermittent assistance with the office work throughout the school year for outreach and recruitment activities.
10. CSM	Student Services/Child Development Center	2	07/01/2006	06/30/2007	Instructional Aide I: to assist with planning and implementation of the curriculum, and to maintain the required ratio of staff to children.
11. CSM	Admissions and Records	3	07.01.2006	06/30/2007	Admissions and Records Assistant II: intermittent assistance with processing admission paper applications, registering students, and other tasks as assigned.
12. CSM	Financial Aide	4	07.01.2006	06/30/2007	Office Assistant II: intermittent assistance to students at the Financial Aid Office front counter in providing financial aid information, answering telephones, assisting with processing BOGW applications and filing forms.
13. CSM	Articulation & Research	2	07.01.2006	06.30.2007	Office Assistant II: to assist with seasonal special projects and intermittent clerical work.
14. CSM	Student Services Articulation & Research	1	07.01.2006	06.30.2007	Program Services Coordinator: to assist with preparation of statistical reports and analysis of student services and instructional programs on an intermittent basis.

E. Short-Term, Non-Continuing Assignments (continued)

<i>Location</i>	<i>Division/ Department</i>	<i>No. of Pos.</i>	<i>Date</i>		<i>Services to be performed</i>
			<i>Start</i>	<i>End</i>	
15. CSM	Counseling/Student Services	2	07/01/2006	06/30/2007	Office Assistant II: to assist with office duties and clerical work during peak periods.
16. CSM	Assessment/Student Services	1	07/01/2006	06/30/2007	Office Assistant II: to assist with office duties and clerical work during peak periods.
17. CSM	Counseling/Student Services	1	07/01/2006	06/30/2007	Career Resources/Counseling Aide: to assists students, help with special projects and/or events during peak periods.
18. CSM	Counseling Services/DSPS-APE	2	07/01/2006	06/30/2007	Instructional Aide I: to assist PE instructors in monitoring student participation in and the safe transfer of students on and off equipment in weight-lifting, aquatics and/or back injury classes.
19. CSM	Health Center/Student Services	1	07/01/2006	06/30/2007	Health Services Physician: to provide consultation to Health Services Coordinator in her role as nurse practitioner, and provide physician services to students.
20. CSM	Student Services/Health Center	1	07/01/2006	06/30/2007	Health Educator: to assist in organizing and delivering health education programs and services to students. Provide proactive health information on an as-needed basis.
21. CSM	Student Services/Special Programs	1	07/01/2006	06/30/2007	Office Assistant II: to assist with special projects throughout the fiscal year.
22. CSM	Student Services/Student Activities	1	07/01/2006	06/30/2007	Office Assistant I: to assist with cyclical events throughout the fiscal year.
23. CSM	V.P., Student Services	1	07/01/2006	06/30/2007	Staff Assistant: to assist with cyclical temporary work which include: providing procedural information and/or referring callers and visitors to appropriate college offices, preparing correspondence, scheduling appointments, and other special projects as assigned.
24. CSM	Business/Creative Arts	1	07/01/2006	06/30/2007	Office Assistant I: to provide clerical support to occupational programs during peak periods.

E. Short-Term, Non-Continuing Assignments (continued)

<i>Location</i>	<i>Division/ Department</i>	<i>No. of Pos.</i>	<i>Date Start</i>	<i>Date End</i>	<i>Services to be performed</i>
25. CSM	Business-Creative Arts - Dental Assisting	1	08/16/2006	05/25/2007	Instructional Aide II: to provide instructional aide support during the lab portion of DENT 721, Dental Materials I and Dent 722, Dental Materials II.
26. Skyline	Business/Cosmetology	3	07/01/2006	06/30/2007	Cosmetology Aide: to assist faculty in classes to ensure student success and safety.
27. Skyline	Operations – Cashiers Office	3	07/01/2006	06/30/2007	Accounting Technician: to assist with fee collection, parking permit issuance, and perform other cashiering functions during peak registration periods.
28. Skyline	Counseling	2	07/03/2006	05/30/2007	Office Assistant II: to assist with proctoring in Assessment Center during peak periods.

BOARD REPORT NO. 06-6-2A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Harry W. Joel, Vice-Chancellor,
Human Resources and Employee Relations, (650) 358-6767

APPROVAL OF REVISION TO MISCELLANEOUS PAY RATES SALARY SCHEDULE

Background

The Miscellaneous Pay Rates Salary Schedule was originally established by the Board of Trustees in 1989 (Board Report No. 89-7-3A) for KCSM production crews and selected other services not covered by other District salary schedules.

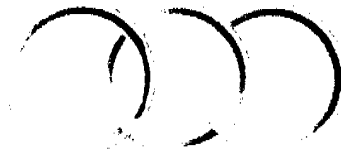
In July 1993, the salary schedule was revised to add a KCSM Projects Leader classification and pay rate, and was revised in July 1994 to increase the existing rates by two percent to coincide with a similar cost-of-living adjustment made for CSEA. Again, in October 1999, this salary schedule was revised to reflect addition of some new temporary classifications and changes in hourly rates for several KCSM services. The most recent revision to the salary schedule was in July 1, 2004 with the addition of the Assistant Coaches.

Addition of New Classification

The two positions of EMT I Proctor and Health Educator are more appropriately paid on the miscellaneous payroll as they are compensated by a flat stipend for each semester worked.

RECOMMENDATION

It is recommended that the Miscellaneous Pay Rates Salary Schedule be revised effective June 15, 2006 to include the addition of EMT I Proctors and Health Educators who are paid by stipend for each semester worked.

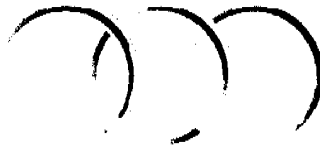


San Mateo County Community College District

MISCELLANEOUS PAY RATES SALARY SCHEDULE

(Revised June 15, 2006)

CLASSIFICATION	HOURLY PAY RATES
KCSM Projects Leader Under direction of General Manager or other management staff, directs and coordinates contracts, technical requirements, compliance with Federal Communications Commission regulations, studio scheduling and other strategic planning and logistics for special station projects and productions.	\$46.50 Flat Rate
KCSM Production Operator Operates cameras; adjusts camera angles and apertures; makes minor repairs to equipment and supplies; serves as studio mixer; operates teleprompters.	\$20.00 - \$22.00 - \$24.20
KCSM Floor Director Works with producer and other directors to set up, monitor and adjust camera angles, cues, lighting and sound performance quality; supervises scripts, placement and performance of on-air talent.	\$24.00 - \$26.40 - \$29.04
KCSM Video Shader Operates cameras to monitor color and level of consistency throughout various programs.	\$24.00 - \$26.40 - \$29.04
KCSM Video Mixer Sets up production video consoles pursuant to producer/director requests. Serves as interface between producer/directors and crews.	\$24.00 - \$26.40 - \$29.04
Lifeguard Monitors swimming pool and guest safety; performs watch and rescue procedures; administers CPR and other First-Aid as required; trains guests in swimming pool safety. American Red Cross Lifeguard Training Certificate and ARC CPR/First Aid for the Professional Rescuer.	\$7.60 - \$8.36 - \$9.20



San Mateo County Community College District

MISCELLANEOUS PAY RATES SALARY SCHEDULE (continued)
(Revised June 15, 2006)

CLASSIFICATION	HOURLY PAY RATES
Senior Lifeguard Trains and directs the work of Lifeguards; monitors swimming pool and guest safety; performs watch and rescue procedures; administers CPR and other First-Aid as required; trains guests in swimming pool safety. American Red Cross Lifeguard Training Certificate and ARC CPR/First Aid for the Professional Rescuer.	\$9.35 - \$10.29 - \$11.32
College Physician Plans, implements and leads professional College health care services in conjunction with public health nursing staff; provides medical advice and treatment in the College Health Center; writes prescriptions as needed; confers with medical plan providers and emergency medical personnel regarding follow-up care; sets up and maintains confidential documentation of treatment and services provided; completes required medical provider and emergency forms; makes presentations to students, organizations and other groups as assigned.	\$100 Flat Rate
Assistant Coach Provide support for coaching in a specific sport; supervise practices, assist at games.	Up to \$5,000 per season.
EMT I Proctor Lead Instructors in the various classes schedule and assign work to pool instructors, which can result in work assignments varying from one to several class sessions per semester.	\$25.00 Flat Rate
Health Educator Assist in organizing and delivering health education programs and services to students. Provide proactive health information on an as-needed basis.	\$27.00 Flat Rate

MISCELLANEOUS PAY RATES SALARY SCHEDULE

(Revised June 15, 2006)

EMPLOYMENT REGULATIONS

Individuals who are employed in classifications listed on the Miscellaneous Pay Rates Salary Schedule are not a part of the classified service, are at-will employees, subject to unemployment insurance regulations, and are employed pursuant to California Education Code Section 88003.

The "Miscellaneous Pay Rates" classifications are designed to supplement current staff services on a short-term, non-continuing basis, and constitute temporary, at-will employment for special District services and projects.

SALARY STEP PLACEMENT

The initial placement of individuals at one of three steps within a pay range, as well as their subsequent movement to a higher step within the range dependent upon relevant training and previous applicable work experience, and is at the discretion of hiring manager.

Individuals who are employed in any of the listed classifications are paid via timesheet, and are subject to payment at time and a half of the hourly rate for hours in excess of the regular District work day or work week.

The pay rates went into effect on July 1, 2001.

EQUAL EMPLOYMENT OPPORTUNITY

The San Mateo County Community College District is an Equal Opportunity Employer that seeks to employ individuals who present the rich diversity of cultures, language groups and abilities in its surrounding communities.

(Rev. 06/15/2006)

San Mateo County Community College District

June 14, 2006

BOARD REPORT NO. 06-6-3A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Harry W. Joel, Vice Chancellor – Human Resources & Employee Relations, 358-6767

**RATIFICATION OF COMPENSATION RE-OPENERS FOR THE 2004-2007 CONTRACT
BETWEEN THE DISTRICT AND THE AMERICAN FEDERATION OF STATE, COUNTY,
AND MUNICIPAL EMPLOYEES (AFSCME), LOCAL 829**

Negotiations were recently concluded with AFSCME, Local 829, and a Tentative Agreement was ratified by AFSCME membership on May 17, 2006. The Tentative Agreement (see attached) is now submitted to the Board of Trustees for approval.

The Agreement calls for a total compensation package of 4.23% for 2005-2006 and 5.92% for 2006-2007.

RECOMMENDATION

Staff recommends that the Board of Trustees ratify the attached Agreement between the District and the American Federation of State, County, and Municipal Employees (AFSCME), Local 829.

**Tentative Agreement for Settlement of the 2005-2007 Compensation Re-opener Negotiations,
AFSCME Local 829**

1. Total compensation package of 4.23% for the 2005-2006 fiscal year, distributed as follows:
 1. 3.23% on the AFSCME Salary Schedule effective July 1, 2005.
 2. Allocate 1.0% of total compensation to increase the amount of employer paid premium support for PERS medical coverage for two party coverage to \$739.00 per month and family coverage to \$973.00 per month, effective January 1, 2006. Retain the employer paid premium for single employees at \$604.00 per month.
 3. Increase the Boot Allowance from \$150.00 per paid to \$200.00 effective July 1, 2006.
 4. 4.92% on the AFSCME Salary Schedule effective July 1, 2006.
 5. Allocate 1.0% of total compensation to increase the amount of employer paid premium support for PERS medical coverage for two party coverage and family coverage to an amount that will retain the employee monthly contribution for Kaiser insurance at \$40.00 per month for two party coverage and \$40.00 per month for family coverage to be effective January 1, 2007.

BOARD REPORT NO. 06-6-4A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Harry W. Joel, Vice Chancellor – Human Resources & Employee Relations, 358-6767

**RATIFICATION OF THE 2007-2010 CONTRACT
BETWEEN THE DISTRICT AND THE AMERICAN FEDERATION OF STATE, COUNTY,
AND MUNICIPAL EMPLOYEES (AFSCME), LOCAL 829**

Negotiations were recently concluded with the American Federation of State, County, and Municipal Employees (AFSCME), Local 829, and a Tentative Agreement is being ratified by AFSCME membership on May 17, 2006. The Tentative Agreement is now submitted to the Board of Trustees for approval.

1. 3.00% on the AFSCME Salary Schedule effective July 1, 2007 and apply 1.00% to increase the amount of the employer paid premium accordingly.
2. 3.00% on the AFSCME Salary Schedule effective July 1, 2008 and apply 1.00% to increase the amount of the employer paid premium accordingly.
3. If funded State COLA is higher than 4.0% the total compensation package will increase to the amount funded not to exceed 4.5% in years 2007-2008 and 2008-2009.
4. Total compensation increase for July 1, 2009 subject to re-openers with collective bargaining units.

RECOMMENDATION

Staff recommends that the Board of Trustees ratify the Agreement between the District and the American Federation of State, County, and Municipal Employees (AFSCME), Local 829.

San Mateo County Community College District

June 14, 2006

BOARD REPORT NO. 06-6-5A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Harry W. Joel, Vice Chancellor – Human Resources & Employee Relations, 358-6767

**RATIFICATION OF COMPENSATION RE-OPENERS FOR THE 2004-2007 CONTRACT
BETWEEN THE DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION,
(CSEA) CHAPTER 33**

Negotiations were recently concluded with CSEA, Chapter 33, and a Tentative Agreement was ratified by CSEA membership on May 18, 2006. The Tentative Agreement (see attached) is now submitted to the Board of Trustees for approval.

The Agreement calls for a total compensation package of 4.23% for 2005-2006 and 5.92% for 2006-2007.

RECOMMENDATION

Staff recommends that the Board of Trustees ratify the attached Agreement between the District and the California School Employees Association (CSEA), Chapter 33.

**Tentative Agreement for Settlement of the 2005-2007 Compensation Re-opener Negotiations,
With CSEA, Chapter 33**

Total compensation package of 4.23% for the 2005-2006 fiscal year, distributed as follows:

1. 3.23% on the CSEA Salary Schedule effective July 1, 2005.
2. Allocate 1.0% of total compensation to increase the amount of employer paid premium support for PERS medical coverage for two party coverage to \$739.00 per month and family coverage to \$973.00 per month, effective January 1, 2006. Retain the employer paid premium for single employees at \$604.00 per month.
3. Increase the Long Service Increment Pay 0.5% on each increment effective July 1, 2006.
4. 4.92% on the CSEA Salary Schedule effective July 1, 2006.
5. Allocate 1.0% of total compensation to increase the amount of employer paid premium support for PERS medical coverage for two party coverage and family coverage to an amount that will retain the employee monthly contribution for Kaiser insurance at \$40.00 per month for two party coverage and \$40.00 per month for family coverage to be effective January 1, 2007.

BOARD REPORT NO. 06-6-6A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Harry W. Joel, Vice Chancellor – Human Resources & Employee Relations, 358-6767

**RATIFICATION OF THE 2007-2010 CONTRACT
BETWEEN THE DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
(CSEA) CHAPTER 33**

Negotiations were recently concluded with CSEA Chapter 33, and a Tentative Agreement is being ratified by CSEA membership on May 18, 2006. The Tentative Agreement is now submitted to the Board of Trustees for approval.

1. 3.00% on the CSEA Salary Schedule effective July 1, 2007 and apply 1.00% to increase the amount of the employer paid premium accordingly.
2. 3.00% on the appropriate Salary Schedule effective July 1, 2008 and apply 1.00% to increase the amount of the employer paid premium accordingly.
3. If funded State COLA is higher than 4.0% the total compensation package will increase to the amount funded not to exceed 4.5% in years 2007-2008 and 2008-2009.
4. Total compensation increase for July 1, 2009 subject to re-openers with collective bargaining units.

RECOMMENDATION

Staff recommends that the Board of Trustees ratify the Agreement between the District and the California School Employees Association (CSEA), Chapter 33.

BOARD REPORT NO. 06-6-7A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Harry W. Joel, Vice Chancellor – Human Resources & Employee Relations, 358-6767

**RECOMMENDATION FOR COMPENSATION INCREASES FOR 2005-2006 AND 2006-2007
FOR CONTRACT AND NON-CONTRACT ADMINISTRATORS AND
ACADEMIC SUPERVISORS**

Consistent with collective bargaining agreements reached, a total compensation package of 4.23% for 2005-2006 and 5.92% for 2006-2007 is proposed, distributed as follows:

1. 3.23% on the appropriate Salary Schedule effective July 1, 2005.
2. Increase the amount of employer paid premium support for PERS medical coverage for two party coverage to \$739.00 per month and family coverage to \$973.00 per month, effective January 1, 2006.
3. Increase the Long Service Increment by 0.5% on each increment effective July 1, 2006.
4. 4.92% on the appropriate Salary Schedule effective July 1, 2006.
5. Allocate 1.0% of total compensation to increase the amount of employer paid premium support for PERS medical insurance for two party coverage and family coverage to an amount that will retain the employee monthly contribution for Kaiser insurance at \$40.00 per month for two party coverage and \$40.00 per month for family coverage to be effective January 1, 2007.

RECOMMENDATION

It is recommended that the 2005 - 2006 compensation increases for contract and non-contract administrators and academic supervisors be adopted as detailed in this report.

BOARD REPORT NO. 06-6-8A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Harry W. Joel, Vice Chancellor – Human Resources & Employee Relations,
358-6767

**RECOMMENDATION FOR COMPENSATION INCREASES FOR 2007-2008 AND 2008-2009
FOR CONTRACT AND NON-CONTRACT ADMINISTRATORS AND ACADEMIC
SUPERVISORS**

Consistent with collective bargaining agreements reached, a total compensation package of 4.00 % for 2007-2008 and 4.00% for 2008-2009 is proposed, distributed as follows:

1. 3.00% on the appropriate Salary Schedule effective July 1, 2007 and apply 1.00% to increase the amount of the employer paid premium accordingly.
2. 3.00% on the appropriate Salary Schedule effective July 1, 2008 and apply 1.00% to increase the amount of the employer paid premium accordingly.
3. If funded state COLA is higher than 4.0% the total compensation package will increase to the amount funded not to exceed 4.5% in years 2007-2008 and 2008-2009.
4. Total compensation increase for July 1, 2009 subject to re-openers with collective bargaining units.

RECOMMENDATION

It is recommended that the 2007-2008 and 2008-2009 compensation increases for contract and non-contract administrators and academic supervisors be adopted as detailed in this report.

BOARD REPORT NO. 06-6-9A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Harry W. Joel, Vice Chancellor -- Human Resources & Employee Relations 358-6767

**RECOMMENDATION FOR COMPENSATION INCREASES FOR 2005-2006 AND 2006-2007
FOR NON-REPRESENTED CLASSIFIED
PROFESSIONAL/SUPERVISORY/CONFIDENTIAL EMPLOYEES**

Consistent with collective bargaining agreements reached, a total compensation package of 4.23% for 2005-2006 and 5.92% for 2006-2007 is proposed, distributed as follows:

1. 3.23% on the appropriate Salary Schedule effective July 1, 2005.
2. Increase the amount of employer paid premium support for PERS medical coverage for two party coverage to \$739.00 per month and family coverage to \$973.00 per month, effective January 1, 2006. Retain the \$604.00 employer paid premium for single coverage.
3. Increase the Long Service Increment by 0.5% on each increment effective July 1, 2006.
4. 4.92% on the appropriate Salary Schedule effective July 1, 2006.
5. Allocate 1.0% of total compensation to increase the amount of employer paid premium support for PERS medical insurance for two party coverage and family coverage to an amount that will retain the employee monthly contribution for Kaiser insurance at \$40.00 per month for two party coverage and \$40.00 per month for family coverage to be effective January 1, 2007.

RECOMMENDATION

It is recommended that the 2005-2006 and 2006-2007 compensation increases for non-represented classified professional/supervisory/confidential employees be adopted as detailed in this report.

BOARD REPORT NO. 06-6-10A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Harry W. Joel, Vice Chancellor – Human Resources & Employee Relations, 358-6767

**RECOMMENDATION FOR COMPENSATION INCREASES FOR 2007-2008 AND 2008-2009
FOR NON REPRESENTED CLASSIFIED
PROFESSIONAL/SUPERVISORY/CONFIDENTIAL EMPLOYEES**

Consistent with collective bargaining agreements reached, a total compensation package of 4.00 % for 2007-2010 is proposed, distributed as follows:

- 1 3.00% on the appropriate Salary Schedule effective July 1, 2007 and apply 1.00% to increase the amount of the employer paid premium accordingly.
2. 3.00% on the appropriate Salary Schedule effective July 1, 2008 and apply 1.00% to increase the amount of the employer paid premium accordingly.
3. If funded state COLA is higher than 4.0% the total compensation package will increase to the amount funded not to exceed 4.5% in years 2007-2008 and 2008-2009.
- 4 Total compensation increase for July 1, 2009 subject to re-openers with collective bargaining units.

RECOMMENDATION

It is recommended that the 2007-2008 and 2008-2009 compensation increases for non-represented classified professional/supervisory/confidential employees be adopted as detailed in this report.

BOARD REPORT NO. 06-06-100B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: José D. Nuñez, Executive Director of Facilities Planning & Operations, 358-6836

CONTRACT AWARD -GYMNASIUM FLOOR REPLACEMENT, BUILDING 3, SKYLINE COLLEGE

The hardwood gymnasium floor at Skyline College Building 3 suffered water damage during construction of the Building 3 Seismic Upgrade and Modernization Project and must be replaced. The work involved in this project includes removing the existing floor, installing a new replacement wood floor, upgrading the scorers' table to include new data and electrical connection points, modifying existing bleachers to conform to current accessibility requirements, and re-stripping the floor for multi-purpose uses, including NCAA basketball standards.

The District conducted a mandatory pre-bid conference on May 1, 2006, which was attended by four (4) pre-qualified general contractors. On May 23, 2006, two bids were received:

John Plane Construction, Inc.	\$422,737
Robert A Bothman Construction	\$559,350

Swinerton Management & Consulting conducted a due diligence review of the submitted bids and determined that the bid submitted by John Plane Construction, Inc. is responsible and responsive to the contract requirements. The low bid is in alignment with the architect's estimate.

Initial funding for this project will be from general obligation bond funds. Upon completion of the project a claim will be filed with the District's property insurance carrier to recover the costs of the project.

RECOMMENDATION

It is recommended that the Board award the contract for the Skyline College Building 3 Gymnasium Floor Replacement Project to John Plane Construction, Inc., in an amount not to exceed \$422,737.

BOARD REPORT NO. 06-06-1C

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: José D. Nuñez, Executive Director, Facilities Planning & Operations, 358-6836

UPDATE ON 2006 FACILITIES MASTER PLAN - DISTRICTWIDE

In January 2006, the Board of Trustees commissioned Steinberg Architects to develop the 2006 Facilities Master Plan, which will serve to inform decision-making related to the next phase of planning and construction (Board Report No. 06-1-2C). Steinberg Architects has made presentations related to the Facilities Master Plan in April and May (Board Reports No. 06-4-2C and 06-5-7C).

The master planning effort is proceeding as planned. Steinberg Architects has completed their review of previously completed physical assessments and analysis, site visits, multiple meetings with College constituent groups and open forums to identify and incorporate educational programmatic needs, and identify issues that require creative solutions.

The iterative process has allowed Steinberg Architects to develop options, which were presented at each college and at the May meeting of the Board of Trustees. The feedback was very positive and productive, and Steinberg has now developed solutions that they believe meet the goals of the 2006 Facilities Master Plan.

Steinberg Architects' presentation of their work completed to date will provide an opportunity to solicit Trustee feedback and direction prior to the final 2006 Facilities Master Plan document being developed and brought to the Board for approval in August.