

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT BOARD AGENDA
STUDY SESSION
April 11, 2007
District Board Room
3401 CSM Drive, San Mateo, CA

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 should 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 3401CSM 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) 358-6753.*
- *Regular Board meetings are tape recorded; tapes are kept for one month.*

6:00 p.m. ROLL CALL

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

07-4-1 [Minutes of the Regular Meeting of the Board of Trustees of March 28, 2007](#)

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

07-4-1A [Approval of personnel actions: changes in assignment, compensation, placement, leaves, staff allocations and classification of academic and classified personnel](#)

Approval of Consent Agenda

All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing for Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

07-4-1CA [Approval of Amended 2007 Board Goals](#)

Other Recommendations

07-4-1B [Approval of College and District Mission Statements](#)

STUDY SESSION

07-4-1C [Discussion of District Strategic Plan](#)

07-4-2C [Board Self-Evaluation](#)

RECESS TO CLOSED SESSION

1. Closed Session Personnel Items
 - A. Public Employment
 1. Employment: **District** – Groundskeeper, Facilities, Planning, Operations; **Skyline College** – Director, Learning Center, Instructional Technology & Services; Office Assistant I, Business
 - B. Public Employee Discipline, Dismissal, Release
 1. Resignation: **District** – Project Manager II, Construction Planning
 2. Retirement: **Cañada College** – Counselor, Business & Workforce Development; Professor, Science, Math & Technology

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

UNADOPTED MINUTES
March 28, 2007
San Mateo, California

The meeting was called to order at 6:08 p.m.

Board Members Present: President Hausman, Vice President-Clerk Holoher, Trustees Mandelkern, Miljanich and Schwarz, and Student Trustee Young

Others Present: Chancellor Galatolo, Executive Vice Chancellor Keller, Skyline Vice President Adrian, CSM Vice President Sonner, Cañada Interim President Mohr, and Districtwide Academic Senate President Kapp

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the minutes of the Board Retreat of February 24, 2007. The motion carried, all members voting "Aye."

It was moved by Trustee Miljanich and seconded by Trustee Mandelkern to approve the minutes of the Regular Meeting of the Board of February 28, 2007, as amended to reflect cancellation of the March 14, 2007 Study Session. The motion carried, all members voting "Aye."

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

LITERACY IN THE JAIL PROGRAM (07-3-1C)

Director of Community/Government Relations Barbara Christensen introduced Jane Weidman, former faculty member in the English Department at Cañada College, former president of the District Academic Senate and co-founder of the Cañada Learning Center. She currently is the District representative to the System Advisory Board of the Peninsula Library System. She, along with Kathleen Endaya and Pat Benner from Project READ of the Redwood City Library, spoke about Project READ's program to train tutors to work as volunteers in men's and women's correctional institutions. It was noted that in California, two-thirds of incarcerated adults read below a ninth grade level and 21% read below a third grade level. The classes offered by the tutors include phonics, comprehension techniques, the writing process, simplified grammar and usage, and help in GED test preparation. The results show high gains for both tutors and learners. The program also can play a role in breaking family cycles of illiteracy. The District was thanked for its role in supporting this program. President Hausman suggested that the program be nominated for a Kent Award next year in order to bring attention to the work being done. Printed materials on literacy and Project READ were provided to the Board, and copies are attached to the official minutes of record.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Executive Reports were presented by Chancellor Galatolo, Skyline Vice President Adrian, CSM Vice President Sonner, Cañada President Mohr, Executive Vice Chancellor Keller, Districtwide Academic Senate President Kapp, and Cañada College Associated Students Vice President Anna Peng. Copies of the Executive Reports were available for distribution at the meeting and are attached to the official minutes of record.

Chancellor Galatolo announced that at 7:30 p.m. on April 20, College of San Mateo Professor Mohsen Janatpour will present a lecture and art exhibition titled "Evolution and Art, Evolution of Art."

Vice President Adrian, Vice President Sonner and President Mohr each highlighted portions of their written reports.

Executive Vice Chancellor Jim Keller reported on the activation of the deluge system in the Planetarium at College of San Mateo on March 22 at approximately 3:30 p.m. Facilities Manager Diane Martinez arrived within minutes, shut off the system and began the cleanup. McCarthy Construction had a restoration team there by 6:30 p.m. After inspection, it appears that the Star projector, valued at \$1.5 million, is a total loss. An investigation will proceed to determine why the deluge system activated; it is known that it was not because of fire or smoke. It will be weeks before the building can be used. It takes ten months to build a Star projector, and the District is second on the order list.

In response to Trustee Mandelkern's question regarding insurance, Executive Vice Chancellor Keller said that Travelers Insurance has been very cooperative and the District is fully covered. Subrogation will follow as the cause is determined.

Trustee Mandelkern asked if consideration will be given to relocating the projector so that it would not be destroyed if the deluge system is activated. Executive Vice Chancellor Keller said that a system other than the deluge system is being investigated. He added that the safety of people in the building is the primary concern.

Districtwide Academic Senate President Kapp said that with spring break approaching, this is a busy time for faculty and students. He said that the accreditation drafts for all three Colleges are now online.

Cañada College Associated Students Vice President Anna Peng listed recent activities on campus, including a César Chavez celebration, a National Human Rights Festival and a pre-med conference. The Young Latino Leaders have been raising money for scholarships through various activities. There will be a Spring Fling on May 11 which will include a teachers vs. students baseball game and a barbecue.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

President Hausman introduced Penny Greenberg, San Mateo County Community Colleges Foundation Board President. President Greenberg said that the Foundation had a staff of two; one has left to take another position and the other will retire in three months. The Agreement between the District and the Foundation is scheduled for review in July and will provide a chance to restructure the Agreement. The Foundation Board is proposing a relationship with the District whereby the District would subsidize staffing of up to five employees for a period of three years. It is projected that twice as much money could be raised if more staff were available to publicize the Foundation. President Greenberg discussed the roles of staff members within three staffing scenarios. The next steps include developing reporting relationships and benchmarks for Foundation staff. The master agreement and bylaws would need to be amended. Chancellor Galatolo said that further information on Foundation staffing will be brought to the Board in April, at which time the Board may give directive to proceed. President Greenberg provided an outline of her report, and a copy is attached to the official minutes of record.

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (07-3-1A)

It was moved by Trustee Mandelkern and seconded by Trustee Schwarz to approve the actions in Board Report No. 07-3-1A. The motion carried, all members voting "Aye."

RETIRED CLASSIFIED STAFF – POST RETIREMENT COMPENSATION (07-3-2A)

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to approve the change in retired classified staff post retirement compensation. The motion carried, all members voting “Aye.”

Other recommendations

ELECTION OF BOARD OF DIRECTORS, CALIFORNIA COMMUNITY COLLEGE TRUSTEES – 2007 (07-3-1B)

It was agreed by consensus that this item would be deferred until the end of this meeting. It will be addressed before Closed Session if time allows, or postponed to the April 11 Study Session.

APPROVAL OF SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT PROPOSED 2007 BOARD GOALS (07-3-2B)

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to approve the 2007 Board goals. Trustee Mandelkern noted that Goals 2 and 5 both deal with distance education and online learning, and suggested it would be appropriate to combine them into a single goal. There was consensus on making this change. Trustee Mandelkern asked that the word “system” in Goal 10 be changed to “cycle” and there was consensus to do so. Vice President Holoher said that Goal 19 might need clarification in terms of the types of businesses that would receive particular attention in working to increase the vendor database. After discussion regarding the general meaning of “locally owned” and the suggestion to prioritize types of businesses, it was agreed by all members that the Goal would remain as stated. After this discussion, the motion carried, all members voting “Aye.”

APPOINTMENT OF DIRECTORS FOR THE SAN MATEO COUNTY COLLEGES EDUCATIONAL HOUSING CORPORATION (07-3-100B)

It was moved by Trustee Miljanich and seconded by Trustee Mandelkern to approve the appointment of Directors as presented. The motion carried, all members voting “Aye.”

TERMINATION OF CONTRACT WITH THE SCHOOL CHEF (07-3-101B)

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to approve termination of the contract with The School Chef. Trustee Mandelkern asked about the reaction from The School Chef and whether there is a legally defensible case for ending the contract. Director of Bookstore Operations Tom Bauer said there have been weekly meetings of the Food Service Improvement Team with a focus on improvements in both food and service. However, there are still more complaints about The School Chef than there were about Fresh & Natural. Associate Vice Chancellor Jim Keller added that the District has followed the terms of the contract and no legal issues are anticipated. President Hausman asked who will replace The School Chef. Director Bauer replied that The School Chef will remain until the end of the current semester and it is hoped that a replacement will be ready to begin after that time. He added that vendors will be allowed to bid on the contract at just one campus rather than all three Colleges.

APPROVAL OF BID AWARD TO HEARTLAND VIDEO SYSTEMS FOR ENCODER AND MULTIPLEXER UPGRADE (07-3-102B)

It was moved by Trustee Miljanich and seconded by Trustee Mandelkern to approve the bid award to Heartland Video Systems. The motion carried, all members voting “Aye.”

AUTHORIZE EXECUTIVE VICE CHANCELLOR TO EXECUTE A LEASE FOR CLASSROOM SPACE IN HALF MOON BAY (07-3-103B)

Martha Tilmann, Dean of the Technology Division at College of San Mateo, made a presentation. She discussed the demographics of the Coastside population as well as the businesses and schools in operation. The potential audiences which could benefit from classes offered by the District include high school students, migrant workers, adult learners and post high school students participating in cohort

classes. Students could also come from outside the area for “Education Vacations” offering classes in areas such as creative writing, watercolor seascapes, history lecture series and marine life field trips. The facility for which the District is seeking approval is one floor of the recently renovated Shoreline Station. The space would most likely contain two classrooms, a computer lab, a multipurpose room and a reception area. The Board was in agreement that this is a positive step in providing a much needed presence on the Coastside. Trustee Mandelkern requested that it be added into the contract that the facility will be ADA compliant. Director of Community/Government Relations Barbara Christensen said that the mayor of Half Moon Bay and other officials would like to have a joint meeting with the Board at the new location at a future date. Following the report and discussion, it was moved by Trustee Miljanich and seconded by Trustee Schwarz to authorize the Executive Vice Chancellor to execute the lease. The motion carried, all members voting “Aye.”

AUTHORIZE EXECUTIVE VICE CHANCELLOR TO EXECUTE A CONSULTING AGREEMENT WITH EDUCATION HOUSING PARTNERS REGARDING A POTENTIAL FACULTY/STAFF HOUSING DEVELOPMENT IN REDWOOD CITY (07-3-104B)

It was moved by Vice President Holober and seconded by Trustee Schwarz to authorize the Executive Vice Chancellor to execute the consulting agreement as described in the Report. Trustee Mandelkern asked whether the contract can be executed without being put out to bid. Executive Vice Chancellor Keller said that it can be executed because it is viewed as a professional services contract. Trustee Schwarz noted that the dollar amount had increased and Director Christensen confirmed that it was originally \$75,000. After this discussion the motion carried, all members voting “Aye.”

INFORMATION REPORTS

TESTIMONY BEFORE THE US ADVISORY COMMITTEE ON FINANCIAL ASSISTANCE REGARDING TEXTBOOK STUDY (07-3-2C)

Director of Bookstore Operations Tom Bauer reported that he addressed a hearing of the Congressional Advisory Committee on Student Financial Assistance on March 5. The Committee was particularly interested in the District’s program because it has been a collaborative effort initiated at the local level rather than in response to a government mandate. Director Bauer will participate in a hearing before Congress in May to share how a program can be initiated and grown at a community level. Director Bauer also displayed the 2006 Innovation Achievement award granted by the National Association of College Stores and added that the \$5,000 check will soon be forwarded to the Foundation. Director Bauer said that with funds from donors, vendors, the Foundation and other partnerships, there is now approximately \$40,000 to spend on textbooks for the rental program. The first textbook rental titles at College of San Mateo will be available next semester. Director Bauer said that staff at Cañada originally saw the need and drove the program. He thanked the District and the Board for their cooperation and support.

SPRING 2007 CENSUS REPORT (07-3-3C)

Chancellor Galatolo said the purpose of the report is to track how the data measures in relation to the strategic plan. He said the report will be presented to the Board semiannually. Vice Chancellor of Education Services and Planning Jing Luan said the report will always have three sections: highlights, graphic rendition of changes over the reporting period, and tables with headcount distribution. Chancellor Galatolo asked for feedback from the Board on information they would like to see included in the report.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Young attended the high school summit at College of San Mateo, the San Mateo County Women’s Hall of Fame Awards, and the Skyline President’s Breakfast.

Trustee Mandelkern attended the Women's Hall of Fame Awards, the Sequoia Awards, the welcome reception for College of San Mateo President Michael Claire, and the Skyline President's Breakfast.

Vice President Holober attended the Skyline President's Breakfast, the Hall of Fame Awards, and the reception for President Claire. He also attended the San Mateo County School Boards Association meeting at which State Controller John Chiang spoke on funding for education. Vice President Holober would like to invite Controller Chiang to visit the campuses. Vice President Holober noted that there is considerable discussion on health care issues this year. The cost of health care impacts the District, particularly with relation to post retirement benefits. He asked if the Community College League of California is involved in the discussions. Executive Vice Chancellor Keller said that the League is not dealing with policy issues, but only with funding of the benefits and accounting requirements. Vice President Holober asked if there is interest in the Board taking positions on any of the legislative bills regarding health care. Trustees Miljanich and Schwarz said they believe it is appropriate for the Board to get involved in health care issues.

Trustee Schwarz attended the Skyline President's Breakfast and mentioned the inspirational speakers. She showed a copy of the book by Sonya Faye Pope, "From the Walls Inside: Recorded Conversations with Myself." Trustee Schwarz also attended the reception for President Claire and a performance at Cañada College of "The Vagina Monologues" which she said was a very impressive performance. She is currently conducting two reviews for the Kent Awards to be presented in May.

Trustee Mandelkern suggested that the College Bookstores set aside sections to showcase authors who are alumni, faculty, students, etc. Director of Bookstore Operations Bauer agreed that this is a good idea.

President Hausman attended the reception for President Claire.

COMMUNICATIONS

President Hausman read a letter from the family of Lois Callahan thanking the Board for their support of Dr. Callahan and for the plant sent by the Board. President Hausman also said that she received an announcement that nominations are being accepted for Samceda's 2007 Awards of Excellence.

ELECTION OF BOARD OF DIRECTORS, CALIFORNIA COMMUNITY COLLEGE TRUSTEES – 2007 (07-3-1B)

It was agreed by consensus that the Board would consider the election at this time. Nominations were made and the following slate was presented: Maria Elena Serna, San Joaquin Delta CCD; Donald L. Singer, San Bernardino CCD; Georgia L. Mercer, Los Angeles CCD; Jeanette Mann, Pasadena Area CCD; Bill McMillin, Ohlone CCD; Tony Ubalde, Solano CCD; John A. Rodgers, Kern CCD; Mary Figueroa, Riverside CCD; Tom Clark, Long Beach CCD; Bob Hughlett, Cerritos CCD; Charles H. Hayden, Desert CCD. It was moved by Trustee Miljanich and seconded by Trustee Schwarz to approve the Official Ballot as presented. The motion carried, all members voting "Aye."

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 8:30 p.m.

The Board reconvened to Open Session at 8:45 p.m.

CLOSED SESSION ACTIONS TAKEN

President Hausman reported that, at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 5-0 to approve the actions in Board Report No. 1-A and 1-B.

ADJOURNMENT

It was moved by Vice President Holober and seconded by Trustee Schwarz to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 8:45 p.m.

The next meeting of the Board will be a Study Session on April 11, 2007 in the District Board Room.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the April 11, 2007 meeting.

Richard Holober
Vice President-Clerk

BOARD REPORT 07-4-1A

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 ITEMS

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

A. ReassignmentCañada College

1. **Christine Huynh** Campus Certificated Payroll Clerk Operations

Promotion from Office Assistant II, effective April 3, 2007, replacing Helia Ying who was reassigned.

B. Short-Term, Non-Continuing Positions

<i>Location</i>	<i>Division/Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
CSM	EOPS/CARE	1	4/16/07	6/30/07	Career Resources/Counseling Aide: Assist with delivery of program services, preparation for EOPS Summer College Readiness Program and CARE/CalWORKS Retreat and Student Recognition Celebration
District Office	Construction Planning	1	04/12/07	06/30/07	Project Coordinator I: Oversee, plan, organize, and coordinate the work of contractors and consultants to plan, develop, design and construct District capital projects using a wide variety of software and technical skills.

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
PROPOSED 2007 BOARD GOALS**

Education and Planning Goals

Integration of Planning, Budget and Resource Allocation: In order to develop a shared vision of the future that faculty, staff, students and community understand and support, the District, through its shared governance processes, has been working to develop an integrated strategic planning model. This model incorporates and builds upon five elements: the District's Educational Master Plan; the Facilities Master Plan; a coordinated institutional research component; a comprehensive program review process; and an annual budget that is based upon the other four elements.

Many elements required for the integrated strategic planning system are already in place; however, they are not completely standardized within the District nor appropriately linked. In 2006, the District hired a new Vice Chancellor for Educational Services and Planning who is responsible for developing an organizational infrastructure that will produce the integrated strategic planning system for the District.

Specific goals for 2007 include:

1. In order to successfully develop an integrated strategic planning system for the District, the Colleges and the District will work on identifying a process that enables broad participation of faculty and staff and the community; gathering of data to gauge the health of our District; vision development; and strategic and well coordinated approaches to enhancing student success and broadening access.
2. Conduct a community educational needs assessment to identify unmet demands as well as the level of interest in distance education. Surveys and focus groups will be conducted with high school students, parents and staff; current San Mateo County residents who are taking courses outside the district; and select other groups. The Distance Education Advisory Committee will work with the three College subcommittees to complete work on developing standards and guidelines for online curriculum standards, resource allocation, and technology by summer 2007.
3. Through the program review process, establish a schedule for all educational programs and student services in the District to be reviewed using common criteria and assessed at predetermined points in time.
4. In response to direction from the Board, Chancellor, the San Mateo County Grand Jury and growing national trends, the District will encourage the Colleges to form task forces with their feeder high schools to address high school-college curriculum articulation and devise strategies for offering college classes on high school sites.
5. The District Research Council will assess the research demands of individual colleges and that of the District. The Council will develop a common research agenda and further refine the structure of research support for teaching and learning in the District.

6. The Vice Chancellor of Educational Planning and Services will work with Vice Presidents of Student Services and Instruction, Faculty Senates and staff to formulate an action plan in response to the Board policy directions given at Study Sessions held in early 2007 on counseling. The goal is to identify and implement concrete strategies to ensure a consistency and currency in student counseling.
7. Work with the District Academic Senate to standardize graduation requirements among the three Colleges.
8. Develop an equivalence matrix of all courses offered at all three Colleges.
9. In order to improve enrollment, the District will implement strategies and actions that allow the District to be more responsive to student demand within the current registration cycle.
10. In order to assure the ongoing viability of the University Center at Canada College, explore options for alternative means of funding University Center operations with members of our local legislative delegation.
11. Reexamine District and College marketing strategies and practices and develop an integrated and targeted marketing program, that utilizes multiple media to reach prospective students, current students and opinion leaders in the County.

Personnel Goals

12. To build upon previous efforts to ensure a culturally proficient staff, conduct “Train the Trainer” sessions on a diversity program titled “MEET on Common Ground,” an excellent diversity awareness training program. This training will be funded by AB 1725 funds.
13. Conduct a review of executive and administrative management compensation, including implementation of two-year employment contracts.

Retention/Recruitment: Aligned with the goal of providing competitive compensation packages for all employee groups, the District will continue its efforts to recruit and retain the very best employees. Recent surveys and anecdotal evidence have revealed that the high cost of housing in the area has contributed to some turnover within the District and to smaller applicant pools for many positions.

14. The District will assess the financial and political feasibility of building a second housing complex for faculty and staff. The study shall include analysis of General Plan and zoning issues, geotechnical and utility infrastructure, city fees, and an employee survey.

Facilities Goals

15. Complete the prequalification process for design/build entities to complete the Master Plan projects at College of San Mateo and Skyline College; issue RFPs for the work; and award contracts for these projects. Work with landscape architects to design and begin construction of the landscape, signage and circulation project for Canada College; secure approval for the plans from appropriate agencies and the college community; and award the construction contract.

16. Implement the Skilled Trades Preparation Program that was developed last year. The curriculum is designed to help under-prepared, underrepresented and at-risk students learn the skills required to enter careers in the construction trades. Work with the Buildings Trades Council, secondary schools, community based organizations and other organizations with job training expertise to identify youth who could benefit from this program. To the extent possible, incorporate requirements for District contractors to hire local graduates of apprenticeship programs, including graduates who meet at risk standards.
17. Incorporate LEED, California High Performance Schools and Sustainable San Mateo County guidelines into all RFP and bid documents.
18. Continue efforts to increase the vendor database for facilities projects, with particular attention to small, locally owned and women- and minority-owned businesses. Implement the California Construction Uniform Cost Accounting procedure for award of public works contracts up to \$125,000 without a formal bid.

Finance Goals

19. Maintain fiscal stability.
20. Continue efforts to sustain and increase student enrollment.
21. Develop a finance plan for funding the unfunded liability for Post Retirement Medical Benefits.

BOARD REPORT NO. 07-4-1B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Jing Luan, Vice Chancellor, Education Services and Planning,
(650) 358-6880

APPROVAL OF COLLEGE AND DISTRICT MISSION STATEMENTS

Accreditation Standards I.2 and I.3 of the Accrediting Commission for Community and Junior Colleges state:

Standard I.2: The mission statement is approved by the governing board and published.

Standard I.3: Using the institution's governance and decision-making processes, the institution reviews its mission statement on a regular basis and revises it as necessary.

In response to these standards, Cañada College, College of San Mateo and Skyline College have prepared Mission Statements for the Board's review and approval. In addition, a District Mission Statement that has been reviewed by the District Shared Governance Council is included for the Board's approval.

RECOMMENDATION

It is recommended that the Board approve the Mission Statements of Cañada College, College of San Mateo, Skyline College and the District as submitted.



Mission Statement

It is the mission of Cañada College to ensure that students from diverse backgrounds have the opportunity to achieve their educational goals by providing quality instruction in general, transfer, career, and basic skills education, and activities that foster students' personal development and academic success. Cañada College places a high priority on supportive faculty/staff/student teaching and learning relationships, responsive support services, and a co-curricular environment that contributes to personal growth and success for students. The College is committed to the students and the community to fulfill this mission.

Approved by the Cañada College Council, March 15, 2007



Mission Statement

College of San Mateo, the first community college in San Mateo County, is an open-access, student-focused, teaching and learning institution which serves the diverse educational, economic, social and cultural needs of its students and the community. By offering comprehensive, quality programs and services and by measuring student learning, College of San Mateo educates students to participate successfully in a changing world.

Adopted by the CSM College Council, December 5, 2001

Revised by the CSM College Council, February 2, 2005



Mission Statement

Skyline College is a comprehensive, open access community college that provides student-centered education leading to transfer, career advancement, basic skills development, and personal enrichment.

The College is committed to preparing students to be culturally sensitive members of the community, critical thinkers, proficient users of technology, effective communicators, socially responsible lifelong learners and informed participants of a democracy in an increasingly global society.

Skyline offers innovative instruction and student support to a rich tapestry of diverse learners through the hallmarks of the college: academic excellence, responsive student services, advanced technology, community and industry partnerships, and workforce and economic development.

Approved by the Skyline College Council, February 28, 2007



Mission Statement

PREAMBLE

The Colleges of the San Mateo County Community College District, Cañada College, College of San Mateo, and Skyline College, recognizing each individual's right to education, provide the occasions and settings which enable students to develop their minds and their skills, engage their spirits, broaden their understanding of social responsibilities, increase their cultural awareness, and realize their individual potential. The District is committed to leadership by providing quality education and promoting life-long learning in partnership with its community and its surrounding educational institutions. It actively participates in the economic, social, and cultural development of San Mateo County. In a richly diverse environment and with increasing awareness of its role in the global community, the District is dedicated to maintaining a climate of academic freedom in which a wide variety of viewpoints is cultivated and shared. The District actively participates in the continuing development of the California Community Colleges as an integral and effective component of the structure of public higher education in the State.

MISSION

In an atmosphere of collegiality and shared responsibility, and with the objective of sustaining open access for students and being responsive to community needs, the San Mateo County Community College District will fulfill the following mission with excellence:

Provide a breadth of educational opportunities and experiences which encourage students to develop their general understanding of human effort and achievement; and

Provide lower division programs to enable students to transfer to baccalaureate institutions; and

Provide occupational education and training programs directed toward career development, in cooperation with business, industry, labor, and public service agencies; and

Provide developmental and remedial education in language and computational skills required for the successful completion of educational goals; and

Provide a range of student services to assist students in attaining their educational and career goals; and

Provide self-supporting community education classes, contract education and training, and related services tailored to the human and economic development of the community; and

Celebrate the community's rich cultural diversity, reflect this diversity in student enrollment, promote it in its staff, and maintain a campus climate that supports student success.

To fulfill this educational mission, the District is committed to effective institutional research that supports the evaluation and improvement of programs, services, and student outcomes. Shared governance is practiced through processes that are inclusive with regard to information sharing and decision making, and that are respectful of all participants. The District plans, organizes, and develops its resources to achieve maximum effectiveness, efficiency, equity, and accountability.

Reviewed by District Shared Governance Council, March 5, 2007

07-4-1C

April 11, 2007

DISCUSSION OF DISTRICT STRATEGIC PLAN

There is no printed report for this item.

San Mateo County Community College District

April 11, 2006

BOARD REPORT NO. 07-4-2C

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Ginny Brooks, Executive Assistant to the Board of Trustees, 358-6753

BOARD OF TRUSTEES SELF-EVALUATION, 2006

Each member of the Board of Trustees has completed a self-evaluation dealing with the performance of the full Board. The various areas covered in the self-evaluation range from Institutional Planning to Governmental Relations. The results were compiled by staff and at the October 25, 2006 Board meeting, the Board engaged in a dialogue regarding the results of the self-evaluations.

The Board will continue dialogue in areas of the self-evaluations that they believe merit further discussion.