

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT BOARD AGENDA
REGULAR MEETING
August 13, 2008
District Office Board Room
3401 CSM Drive, San Mateo, CA 94402

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) 358-6753.

**Regular Board meetings are taped; tapes are kept for one month.*

** Government Code §54957.5 states that public records which relate to any item on the open session agenda for a regular board meeting should be made available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the Chancellor's Office at 3401 CSM Drive for the purpose of making those public records available for inspection. Members of the public should call 650-358-6753 to arrange a time for such inspection.*

5:30 p.m. CLOSED SESSION

1. Closed Session Personnel Items

A. Public Employment

1. **Employment:** **Cañada College** – Admissions & Records Assistant II, Enrollment Services; Director of Planning, Research, & Student Success, President's Office; **College of San Mateo** – Laboratory Technician, Math & Science; Child Development Center Aide I (Associate Teacher), Student Services; **Skyline College** – Financial Aid Technician, Student Services; Office Assistant II, Counseling Services; Program Services Coordinator (Outreach), Counseling Services; Interim Dean of Special Projects, President's Office; **District** – Accounting Technician, Auxiliary Services (Bookstore); Cashier/Clerk, Bookstore

B. Public Employee Discipline, Dismissal, Release

C. Public Employee Performance Evaluation

1. Chancellor
2. President, Cañada College
3. President, College of San Mateo
4. President, Skyline College

2. Conference with Legal Counsel – Anticipated Litigation – 1 Case

6:00 p.m. OPEN SESSION

ROLL CALL

PLEDGE OF ALLEGIANCE

CLOSED SESSION ACTIONS TAKEN

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

08-8-1 Minutes of the Regular Meeting of the Board of Trustees of July 23, 2008

FACULTY AND STAFF RECOGNITION

08-8-1C Presentation of "Above and Beyond" Awards to Mario Mihelcic and Chris Caputo

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATION

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

08-8-1A Approval of Personnel Actions: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel

08-8-2A Recommendation for Employment Contract Renewals

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.

08-8-1CA Approval of Community College League of California (CCLC) Membership Dues, 2008-09

08-8-2CA Ratification of Fourth Quarter District Warrants, 2007-2008

08-8-3CA Contract Award for Replacement Automation System for KCSM

08-8-4CA Approval of Contract Award for Computerized Maintenance Management System – Districtwide

08-8-5CA Contract Award for Replacement of Elevator at Skyline College Building 3

08-8-6CA Authorization for Use of CMAS Contract with Chouinard and Myhre, Incorporated for Purchase of IBM Servers

Other Recommendations

- 08-8-100B Establish and Approve Transfer to the Home Savings Incentive Fund
- 08-8-101B Approval of Resolution No. 08-11 Regarding Board Absences
- 08-8-102B Amendment of District Rules and Regulations Section 2.08, Rules and Regulations
- 08-8-103B Acceptance of External Funds
- 08-8-104B Approval of Subgrant to Las Positas College
- 08-8-105B Approval to Amend Agreements for Purchase of Natural Gas
- 08-8-106B Contract Award for the Skyline College Corporation Yard Project

INFORMATION REPORTS

STATEMENTS FROM BOARD MEMBERS

COMMUNICATIONS

ADJOURNMENT

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
July 23, 2008, San Mateo, CA**

The meeting was called to order at 6:05 p.m.

Board Members Present: President Richard Holober, Vice President-Clerk Karen Schwarz, and Trustee Dave Mandelkern; Trustee Helen Hausman was absent due to illness; Trustee Patricia Miljanich and Student Trustee Virginia Medrano Rosales were absent due to other commitments

Others Present: Chancellor Ron Galatolo, Executive Vice Chancellor Jim Keller, Skyline College President Victoria Morrow, College of San Mateo President Michael Claire, Cañada College President Tom Mohr, and District Academic Senate President Patty Dilko

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Vice President Schwarz and seconded by Trustee Mandelkern to approve the minutes of the Study Session of the Board of July 9, 2008. The motion carried, all members voting "Aye."

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

None

STATEMENTS FROM EXECUTIVES

Chancellor Galatolo congratulated Trustee Mandelkern on completing the New York City Triathlon and on realizing his goal of finishing a race in each of the 50 states before the age of 50. Chancellor Galatolo noted that Trustee Mandelkern raises money for charity through his participation in these events, and suggested that District employees might want to help him reach his goal of raising \$50,000. Chancellor Galatolo announced the death of Harriett Saign, a former assistant to the Board, and asked that tonight's meeting be adjourned in her honor.

Skyline College President Morrow said the Hermanos Program, which was awarded a grant of \$33,150, has been expanded to include Capuchino High School; during a phased expansion, it is anticipated that the program will include more high schools and potentially might involve girls and middle school students. President Morrow also noted that a welcome day for new students and parents will be held on the Saturday before classes begin for the fall semester.

College of San Mateo President Claire said CSM will hold a welcome day on August 13. President Claire distributed photographs depicting the demolition of Building 5/6. President Claire also said he was informed by the State Chancellor's Office that the dental hygiene program has been approved and CSM hopes to open the program in fall 2010. President Claire acknowledged Vice President Susan Estes and Dean Charlene Frontiera for their leadership on this program.

President Claire introduced Mario Mihelcic, Admissions and Records Assistant and Certifying Specialist for Veterans Benefits at College of San Mateo. President Claire said Mr. Mihelcic does a tremendous amount of work for returning veterans and was instrumental in securing \$2,500 from the Associated Students to be used toward providing interest-free loans to qualifying veterans who do not receive their GI Bill benefits in time to purchase books. Mr. Mihelcic introduced Michael La Fors, a CSM student and veteran of the war in Iraq. Mr. La Fors described the difficulty he has had purchasing books and said the loan program, along with other services provided to veterans at the College, is greatly appreciated.

Cañada College President Mohr said the College will have a booth at the County Fair in August. A new eight-page marketing brochure has been developed and President Mohr will show it to the Board at the next meeting. President Mohr acknowledged Professor Denise Erickson for her lecture and art exhibit at Stanford University, and Dean Katie Townsend-Merino on her invitation to serve on the Woodrow Wilson National Fellow Foundation Early College High School Initiative advisory panel. President Mohr said five concurrent enrolled classes have been finalized at the new charter high school in East Palo Alto.

Executive Vice Chancellor Keller said Senate President Pro Tem Don Perata has called for a vote on the State budget on Tuesday. The proposed plan of the Conference Committee on the State Budget includes a 2.43% COLA; however, the entire plan relies on \$8.2 billion in revenue enhancements. Chancellor Galatolo said he is concerned that there is no apparent viable revenue source to fund the agreed upon programs or the COLA.

District Academic Senate President Dilko said there has been a great deal of activity by faculty at the three Colleges this summer. They are primarily addressing the accreditation warnings at College of San Mateo and Cañada College, and working on program development and response to community needs at Skyline College.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (08-7-3A)

It was moved by Trustee Mandelkern and seconded by Vice President Schwarz to approve the actions in Board Report No. 08-7-3A. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA

The Consent Agenda consists of the following Board Report: 08-7-2CA Approval of Student Accidental Injury Insurance Program, 2008-09. It was moved by Trustee Mandelkern and seconded by Vice President Schwarz to approve the item on the Consent Agenda. The motion carried, all members voting "Aye."

Other Recommendations

APPROVAL OF COMMUNITY SERVICES CLASSES, FALL/WINTER 2008 – CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (08-7-1B)

It was moved by Trustee Mandelkern and seconded by Vice President Schwarz to approve the Community Services classes as listed in the report. Trustee Mandelkern asked if tuition for Community Services classes is the same as for other classes. President Claire said fees vary by course because the courses are designed to be self-supporting. Vice President Schwarz noted that the course list at College of San Mateo is more extensive than at the other Colleges. CSM Vice President Susan Estes said the demand for these courses has been greater at CSM but discussions are taking place regarding further expansion to the other campuses. After this discussion, the motion carried, all members voting "Aye."

APPROVAL TO AUTHORIZE PARTICIPATION AND SIGNING OF PBS AMICUS BRIEF ON BEHALF OF THE PUBLIC TELEVISION COMMUNITY, 2008-09 – KCSM (08-7-101B)

It was moved by Vice President Schwarz and seconded by Trustee Mandelkern to approve the authorization as described in the report. Trustee Mandelkern said he enthusiastically supports the recommendation on this first amendment issue. He asked if the recent ruling by the Third U.S. Circuit Court of Appeals, throwing out the FCC's fine against CBS for indecent broadcasting, will have a perceived impact on this case. President Claire said that KCSM General Manager Marilyn Lawrence (who is absent due to a family emergency) told him she feels that the ruling does set some precedent. President Holoher asked if the District was previously part of an amicus brief at the appellate level. Staff will research and provide a response to the Board. After this discussion, the motion carried, all members voting "Aye."

CONTRACT AWARD FOR LIVE X-RAY EQUIPMENT PURCHASE FOR CAÑADA COLLEGE (08-7-102B)

It was moved by Vice President Schwarz and seconded by Trustee Mandelkern to approve the contract award as described in the report. Vice President Schwarz asked why the recommendation excludes additional warranties or service agreements. Executive Vice Chancellor Keller said they are not needed because the equipment will have limited use, as opposed to use in a hospital. Trustee Mandelkern asked if an OSHA expert had been consulted regarding requirements on radiation exposure. Rafael Rivera, Professor of Radiologic Technology at Cañada, said the requirements are issued by the California State Department of Health. He said a health physicist was hired and will assure compliance. He added that students will wear badges to track radiology exposure. After this discussion, the motion carried, all members voting "Aye."

APPROVAL OF CONSTRUCTION CONSULTANTS (08-7-103B)

It was moved by Trustee Mandelkern and seconded by Vice President Schwarz to approve the construction consultant services as detailed in the report. Vice President Schwarz noted that the funding sources include "a small portion of District funds" and asked how much this portion is. Rick Bennett said there is nothing specific but the wording is included for purposes of full disclosure in case District funds are needed; for example, hiring of a geotechnical consultant should the need arise. After this discussion, the motion carried, all members voting "Aye."

APPROVAL OF RESOLUTION NO. 08-10, REGARDING BOARD ABSENCE DUE TO ILLNESS (08-7-104B)

It was moved by Vice President Schwarz and seconded by Trustee Mandelkern to approve Resolution No. 08-10. Chancellor Galatolo cited the California Education Code requirement that the Board pass a resolution when a Board member is absent and will be compensated. The motion carried, all members voting "Aye."

INFORMATION REPORTS

SURPLUS SALES FOR SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT, FY 2007-2008 (08-7-3C)

Vice President Schwarz asked if the funds from surplus sales are deposited according to category. Staff will research this question and provide a response to the Board. Trustee Mandelkern asked if the District auction website is still being used. Staff will also provide a response to this question.

STATEMENTS FROM BOARD MEMBERS

Trustee Mandelkern complimented President Claire, the Associated Students at CSM and CSM staff for their efforts to welcome back and assist returning veterans. He suggested that the Board present an "Above and Beyond Award" to Mario Mihelcic.

Vice President Schwarz congratulated Trustee Mandelkern on his achievement. She also congratulated President Claire on the approval of the dental hygiene program. She said she enjoyed watching the video provided by President Claire showing building demolition. Vice President Schwarz attended the Foundation Board meeting last week and met the new Board member, Sandra Jamme. She also noted that Foundation Board member Sepi Richardson is very active in informing the community about what the District has to offer. Vice President Schwarz said she will volunteer at the College booths at the County Fair and asked for information on Cañada's schedule.

President Holober added his congratulations to Trustee Mandelkern on meeting his "50x50x50 Challenge."

COMMUNICATIONS

President Holober said the Board received two Grand Jury reports. Response to one of the reports has been submitted and the other response is being prepared.

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 6:53 p.m.
The Board reconvened to Open Session at 9:00 p.m.

CLOSED SESSION ACTIONS TAKEN

President Holober reported that, at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 3-0 to approve the actions in Board Report No. 1-A. The Board also conducted public employee performance evaluations as specified on the printed agenda, and discussed two cases of potential litigation as specified on the printed agenda.

ADJOURNMENT

It was moved by Vice President Schwarz and seconded by Trustee Mandelkern to adjourn the meeting in honor of Harriett Saign. The motion carried, all members voting "Aye." The meeting was adjourned at 9:05p.m.

The next meeting of the Board will be a Regular Meeting on August 13, 2008 at 6:00 p.m. in the District Board Room.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the August 13, 2008 meeting.

Karen Schwarz
Vice President-Clerk

**PRESENTATION OF “ABOVE AND BEYOND” AWARDS TO
MARIO MIHELICIC AND CHRIS CAPUTO**

Since taking on the role of becoming one of the two CSM Veteran Certifying Officials, Mario Mihelcic has been instrumental in leading the charge to establish a student veterans club and then securing refreshments from local businesses for veterans club meetings; streamlining CSM's procedures for determining veteran students' GI Bill benefit eligibility; advocating for priority registration for veteran students before this service became State law; and securing support from the Counseling Center for an assigned counselor to work with this group of students. Further, Mario took it upon himself to work with the Associated Students of CSM to establish an Emergency Loan Program for Veterans. Similarly, as a member of the Classified Staff Planning Association, he has been instrumental in planning a Karaoke Scholarship Fundraiser that will benefit CSM veterans (copy of flier attached). Finally, Mario has attended several veteran workshops held in Sacramento, Hayward and Moffat Field in Mountain View.

Chris Caputo has successfully been taking care of the mail delivery for the San Mateo County Community College District for the last 28 years. He is responsible for making sure the mail and other special delivery items are distributed to the three campuses and the District office each day in a timely fashion. This includes sensitive mail such as payroll and A/P checks. He also travels to different locations such as the County Office and, on occasion, to San Francisco and Sacramento to drop off or pick up District mail. Chris is also responsible for making sure the Board members receive their board packets. He is so dedicated that he would prefer to be here himself to make the Board runs rather than having someone else fill in for him and has, on occasion, come back early from vacation to deliver the packets. Chris also manages the postage meters and makes sure all outgoing business mail is stamped with the correct postage. He has saved the District money by using cheaper postage rates when possible. Chris is very diligent about keeping his mail van in excellent shape, washing it every week in the summer in the nice weather and taking it in to the mechanic on a regular basis so that the District needs to do trade-ins on the vans only because of high mileage. Chris is an extremely dedicated, dependable and reliable employee who is always helpful. He has made lasting friendships and especially enjoys the get-togethers at various District functions. He has said that the District is a great place work, allowing him contact with many different kinds of people who are good, wonderful and kind. In return, the District could not ask for a more devoted and trustworthy employee.

College of San Mateo Classified Staff Planning Committee

CSM Veterans Club

And U-Rock Karaoke present...

Karaoke for vets!

**A scholarship fundraiser for CSM veterans
returning from Iraq & Afghanistan**

Saturday, August 16

Starting at 7 p.m.

College Vista Clubhouse

100% of every dollar you donate goes to deserving vets!!!

\$10 donation per ticket/includes 1 free drink

**Call 358-6856 or e-mail mihelcicm@smccd.edu for tickets
& reservations**

**Space is limited to only 25 people
21 and over only.**

Get your singing out of the shower!

BOARD REPORT 08-8-1A

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. REASSIGNMENT

College of San Mateo

Mario Mihelcic Admissions & Records Assistant III Admissions & Records

Promoted through the hiring process from an Admissions & Records Assistant II position into this full-time 12-month position, effective August 1, 2008. This position previously had been vacant.

B. CHANGES IN STAFF ALLOCATION

Skyline College

Recommend an extension of an increase in staff allocation for one temporary full-time Project Director position (2CC009) at Grade 175S of the Classified Professional/Supervisory Salary Schedule 40 in the Center for International Trade Development, effective September 1, 2008 through February 27, 2009. The temporary position, previously Board approved on December 12, 2007, is funded by a State Chancellor's Office grant, due to expire on February 27, 2009.

C. LEAVE OF ABSENCE

Skyline College

Theresa Tentos Administrative Secretary Instruction Office

Recommend approval of a pregnancy disability leave of absence, effective August 18, 2008, pursuant to provisions of the Family and Medical Leave Act. Pursuant to District policy, employee is entitled to a maximum of twelve (12) calendar months of leave.

D. SHORT-TERM, NON-CONTINUING POSITIONS

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:

BOARD REPORT NO. 08-8-1A

<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	Math/Science/Dental Assisting	1	8/14/2008	5/31/2009	Administrative Assistant: Provide editorial and clerical support for Dental Hygiene Accreditation Self-Study/Special Project.
CSM	Research, Planning & Institutional Effectiveness	1	8/14/2008	12/15/2008	Administrative Analyst: Provide data and environmental scan analysis and a variety of report analyses and development for accreditation and institutional planning.
Skyline	Business Services	1	8/14/2008	6/30/2009	Office Assistant II: Assist with filing, data entry, correspondence, distribution of payroll checks, and other duties as assigned.

BOARD REPORT NO. 08-8-2A

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 EMPLOYMENT CONTRACT RENEWALS

It is the Board of Trustees' intent to annually review all employment contracts that are due for renewal and, as a condition of that process, annually extend the contracts. At this time there are nine employment contracts overdue for renewal and they are so noted in the recommendation below.

RECOMMENDATION

It is recommended that the employment contracts for Chancellor/Superintendent; Executive Vice Chancellor; President of Cañada College; President of College of San Mateo; President of Skyline College; Vice Chancellor, Education Services and Planning; Vice Chancellor, Facilities; Vice Chancellor, Human Resources and Employee Relations; Director of Community and Government Relations; Chief Financial Officer; and General Manager of KCSM be renewed as specified below:

Position	Contract Duration
Chancellor/Superintendent	July 1, 2008 through June 30, 2012
Executive Vice Chancellor	July 1, 2008 through June 30, 2011
President of Cañada College	July 1, 2008 through June 30, 2011
President of College of San Mateo	July 1, 2008 through June 30, 2011
President of Skyline College	July 1, 2008 through June 30, 2011
Vice Chancellor, Education Services and Planning	July 1, 2008 through June 30, 2011
Vice Chancellor, Facilities	July 1, 2008 through June 30, 2011
Vice Chancellor, Human Resources and Employee Relations	July 1, 2008 through June 30, 2011
Director of Community and Government Relations	July 1, 2008 through June 30, 2011
Chief Financial Officer	July 1, 2008 through June 30, 2011
General Manager of KCSM	July 1, 2008 through June 30, 2010

BOARD REPORT NO. 08-8-1CA

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: James W. Keller, Executive Vice Chancellor, 358-6790

**APPROVAL OF COMMUNITY COLLEGE LEAGUE OF CALIFORNIA (CCLC)
MEMBERSHIP DUES, 2008-09**

The Community College League of California (CCLC) was formed in 1990 as the result of the merger of the California Association of Community Colleges (CACC), the California Community College Trustees (CCCT), and the Chief Executive Officers of the California Community Colleges. The CCLC staff provides assistance to its members in the areas of education services, research and policy analysis, governmental relations, communications, athletics and association operations as well as facilitation of Board retreats and sponsorship of workshops and seminars.

The District has been a member in good standing of the CCLC since its inception in 1990 and was a member of the CACC and CCCT for many years prior to the merger.

The CCLC assesses its dues annually in conjunction with the dues for the Commission on Athletics (COA) which is a part of the CCLC. For 2008-09, the total being assessed by CCLC/COA for the District's annual membership is \$41,766 (\$85 decrease from 2007-08).

Payment of the CCLC portion of the dues (\$26,521) is prorated among the Board of Trustees, the Chancellor's Office, and the three Colleges. Payment of the COA portion of the dues (\$15,245) is prorated among the three Colleges only.

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of Community College League of California membership dues, including dues for the Commission on Athletics, in the amount of \$41,766 for 2008-09.

San Mateo County Community College District

August 13, 2008

BOARD REPORT NO. 08-8-2CA

TO: Member of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Kathryn Blackwood, Chief Financial Officer, 358-6869

RATIFICATION OF FOURTH QUARTER DISTRICT WARRANTS, 2007-2008

Attached as Exhibits A, B and C are the warrants in excess of \$10,000 that were issued in the months of April, May and June 2008 respectively. The schedules include total warrants issued for the subject period in addition to the warrant sequences. Education Code Section 85266 requires that the Board of Trustees approve warrants issued by the District. Accordingly, the District now seeks Board approval of the warrants listed in the attached Exhibits.

RECOMMENDATION

It is recommended that the Board of Trustees approve the warrants issued during the period April 1, 2008 through June 30, 2008 and ratify the contracts entered into leading to such payments.

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
 APRIL 1-30, 2008
 WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
		<u>District Accounts Payable</u>		
001809	04/10/08	Claycomb, Glenn D.	17,283.56	CPD consulting services
001815	04/10/08	Tanaka, Danny G.	13,200.00	CPD consulting services
001818	04/10/08	Goodman Marketing Partners Inc.	16,560.00	KCSM Direct Mailing Services
001823	04/10/08	Swinerton Management & Consulting	30,530.63	Program Management Services
001824	04/10/08	TAC Americas Inc.	14,490.81	CSM and Skyline Environmental Controls Repair
001848	04/17/08	CIS, Inc	31,534.00	Districtwide Construction Project
001867	04/24/08	Kwan Henmi Architecture / Planning Inc.	47,500.00	Skyline Architectural Services
001869	04/24/08	Sch Proj/Util Rate Reduc.	53,078.45	Utilities
001871	04/24/08	Swinerton Management & Consulting	83,067.00	Program Management Services
399559	04/02/08	Bay View Painting Company	22,562.50	District Painting Services
399563	04/02/08	Bunton Clifford Associates, Inc.	75,000.00	Skyline FMC Architectural Services
399569	04/02/08	County of San Mateo	20,688.15	2007-2008 County Counsel Services
399573	04/02/08	David L. Gates & Associates	37,936.46	Cañada Construction Project
399586	04/02/08	Musson Theatrical	20,284.34	Cañada Equipment Purchase
399589	04/02/08	Noll & Tam	47,729.00	Cañada Architectural Services
399590	04/02/08	Noll & Tam	33,332.65	Cañada Architectural Services
399595	04/02/08	Parsons Commercial Technology Group Inc.	36,176.79	Districtwide CIP Professional Services
399602	04/02/08	SASCO Data Systems	12,635.10	Skyline FMC Construction Project
399603	04/02/08	Schindler Elevator	11,016.00	Districtwide Elevators Maintenance and Repair Services
399613	04/02/08	Teecom Design Group	20,102.00	Districtwide Engineering Services
399616	04/02/08	VKK Signmakers Inc.	15,885.45	Cañada Signage Services
399622	04/02/08	AT&T Mobility II, LLC	21,326.56	KCSM Transmitter Site Lease Fee
399627	04/02/08	John Plane Construction	19,607.82	Skyline Construction Project
399630	04/02/08	Calif State Teachers Retirement System	49,190.24	STRS Contribution - April 2008
399631	04/02/08	CalPERS	442,954.04	PERS Contribution - April 2008
399634	04/02/08	Descalso Lithograph	11,098.05	KCSM Brochure Printing Services
399637	04/02/08	John Plane Construction	176,470.38	Skyline FMC Construction Project
399650	04/02/08	Robert A. Bothman	459,017.29	Districtwide Construction Project
399656	04/02/08	Sony Electronics Inc.	53,693.29	KCSM Equipment Purchase
399685	04/07/08	Big D Pacific Builders	113,760.00	Cañada Construction Project
399708	04/07/08	John Deere Company	21,521.35	Facilities Utility Vehicle Purchase
399711	04/07/08	Noll & Tam	14,259.20	Cañada Architectural Services
399718	04/07/08	Systems and Space, Inc.	13,335.49	Canada Library Furniture Purchase and Installation
399761	04/07/08	Public Empl Ret Sys	1,050,375.38	Health Insurance Premiums - April 2008
399766	04/07/08	Big D Pacific Builders	12,640.00	Cañada Construction Project
399777	04/07/08	U.S. Postal Services	10,000.00	Skyline Postage

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
 APRIL 1-30, 2008
 WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
399780	04/07/08	Wells Fargo Bank	270,220.08	District Procurement Card Payment
399831	04/10/08	Consortium for Open Learning	19,775.00	CSM Telecourse License Fees
399838	04/10/08	DAVCO Waterproofing Services, Inc.	10,000.00	Skyline Roof Repair Services
399860	04/10/08	S.B.R.P.S.T.C.	30,503.50	South Bay Regional Public Safety Training Consort Program
399902	04/10/08	S.M.C.S.I.G.	148,108.66	Dental Premium - April 2008
399903	04/10/08	S.M.C.S.I.G.	20,070.56	Vision Premium - April 2008
399908	04/10/08	SMCCCD Revolving Account	24,698.20	Replenish Flex America Clearing Account
399910	04/10/08	Sony Electronics Inc.	15,353.21	KCSM Equipment Purchase
399913	04/10/08	McCarthy Building Companies	596,500.00	CSM Construction Project
399914	04/10/08	McCarthy Building Companies	4,200,000.00	CSM Construction Project
399958	04/14/08	Hur Flooring Co.	34,317.00	Skyline Construction Project
399959	04/14/08	John Plane Construction	428,203.45	Skyline Construction Project
399977	04/14/08	Rodan Builders, Inc.	32,277.00	CSM Construction Project
399986	04/14/08	Steinberg Architects	27,117.69	Skyline Architectural Services
399997	04/14/08	John Plane Construction	47,578.16	Skyline Construction Project
400005	04/14/08	Hensel Phelps Construction Co.	743,000.00	Skyline Construction Project
400050	04/17/08	Constellation NewEnergy Inc.	38,824.16	Utilities
400051	04/17/08	Constellation NewEnergy Inc.	19,958.68	Utilities
400066	04/17/08	Pac Gas & Elec Co	31,041.71	Utilities
400087	04/17/08	Big D Pacific Builders	1,393,863.00	Cañada Construction Project
400091	04/17/08	CalPERS	10,764.53	PERS Contribution - March 2008 balance
400092	04/17/08	Big D Pacific Builders	154,873.00	Cañada Construction Project
400095	04/17/08	Employment Development Department	11,175.76	LEC Unemployment Fees
400101	04/17/08	Hartford Life & Accident Insurance Co.	34,360.60	Life Insurance Premium - March 2008
400110	04/17/08	SMCCCD Bookstore	67,914.43	EOPS Program Books Purchase
400118	04/21/08	AFP Advantage Fitness Products	10,925.71	Cañada Equipment Purchase
400126	04/21/08	Big D Pacific Builders	109,409.40	Cañada Construction Project
400128	04/21/08	Bunton Clifford Associates, Inc.	106,583.40	Cañada Architectural Services
400138	04/21/08	DES Architects	10,234.41	CSM Architectural Services
400139	04/21/08	Diablo Boiler	25,949.60	Cañada Boiler Repair Services
400148	04/21/08	John Plane Construction	259,511.29	Skyline FMC Construction Project
400157	04/21/08	Pac Gas & Elec Co	14,965.06	Utilities
400158	04/21/08	Parsons Commercial Technology Group Inc.	14,015.00	Districtwide CIP Professional Services
400163	04/21/08	Ruud Lighting Inc.	25,858.70	Districtwide Exterior Lighting Fixtures
400164	04/21/08	Steinberg Architects	14,381.30	Skyline Architectural Services
400165	04/21/08	Strata Information Group	49,033.00	ITS Consulting Services
400171	04/21/08	John Plane Construction	28,834.59	Skyline FMC Construction Project
400188	04/21/08	Big D Pacific Builders	12,156.60	Vision Premium - April 2008

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
APRIL 1-30, 2008
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
400267	04/24/08	Atlas/Pellizzari Electric Inc.	70,066.20	Districtwide Construction Project
400269	04/24/08	Big D Pacific Builders	18,147.60	Cañada Construction Project
400290	04/24/08	Pac Gas & Elec Co	16,026.81	Utilities
400298	04/24/08	SEIU United Healthcare Workers West & Joint E	68,527.00	Skyline Consulting Services
400312	04/24/08	Associated Std -Canada	38,100.65	Cañada Student Body Fees Reimbursement
400314	04/24/08	Associated Std-CSM	61,157.55	CSM Student Body Fees Reimbursement
400315	04/24/08	Associated Std-Skyline	56,037.88	Skyline Student Body Fees Reimbursement
400335	04/24/08	Los Angeles Harbor College	10,000.00	CSM Judicial Studies Meeting Organization
400356	04/24/08	U.S. Postal Services	30,000.00	CSM Postage
400376	04/28/08	Constellation NewEnergy Inc.	19,655.68	Utilities
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
79694	04/18/08	US Treasure - Union Bank	62,226.98	Federal Tax
88553	04/01/08	US Treasure - Union Bank	1,398,035.03	Federal Tax
88696	04/01/08	US Treasure - Union Bank	246,014.64	State Tax
JE242654	04/30/08	State Teacher Retirement System	641,579.11	STRS Retirement
<u>SMCCCD Bookstores</u>				
103316	04/04/08	Apple Computer Inc.	26,296.79	Purchase Of Inventory
103326	04/04/08	Dell Marketing LP	115,209.88	Purchase Of Inventory
103346	04/04/08	Nebraska Book Company	17,783.65	Purchase Of Inventory
103362	04/15/08	SMCC College District	150,120.79	Salaries & Benefits March 2008
EFT#96508	04/30/08	Board of Equalization	37,926.96	Sales Tax March 2008
		Subtotal	15,305,111.62	93%
		Warrant Issued ≤ \$10,000	1,100,879.31	7%
		Total Non-Salary Warrant Issued	<u>16,405,990.93</u>	100%
District Accounts Payable		399514-400506,DD001803-DD001885	13,621,027.56	
District Payroll		27580-28619, DD29152-DD30526	8,172,845.84	
SMCCCD Bookstores		103314-103400, EFT#96508, EFT#96684	432,692.97	
		Total Warrant Including Salaries - April 2008	<u>22,226,566.37</u>	

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
MAY 1-31, 2008
WARRANT SCHEDULE EQUAL TO RO GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
		<u>District Accounts Payable</u>		
001899	05/08/08	Claycomb, Glenn D.	16,813.70	CPD consulting services
001909	05/08/08	Casey Printing ,Inc.	123,970.88	Districtwide Schedules Printing Services
001910	05/08/08	Cor-O-Van Moving & Storage Co.	19,332.45	Cañada and CSM Moving Services
001955	05/15/08	Bunton Clifford Associates, Inc.	38,026.68	Cañada Architectural Services
001956	05/15/08	CIS, Inc	16,235.00	Cañada Construction Projects
001963	05/15/08	Swinerton Management & Consulting	66,911.00	Program Management Services
001989	05/22/08	Bunton Clifford Associates, Inc.	11,641.28	Cañada Architectural Services
001990	05/22/08	Cor-O-Van Moving & Storage Co.	28,390.56	Skyline and CSM Moving Services
001992	05/22/08	GRD Energy Inc.	29,800.00	CSM Construction Project
001993	05/22/08	Intermountain Electric Company	37,982.45	CSM Construction Project
001996	05/22/08	Sch Proj/Util Rate Reduc.	65,680.95	Utilities
001997	05/22/08	Sch Proj/Util Rate Reduc.	10,588.17	Utilities
400517	05/01/08	Beverly Prior Architects	14,046.00	CSM Architectural Services
400525	05/01/08	City of Pacifica Child Care	21,016.87	Cañada Childcare Services
400527	05/01/08	DES Architects	19,234.85	Skyline and CSM Architectural Services
400531	05/01/08	Fitness Edge	10,594.70	CSM PE Equipment Purchase
400533	05/01/08	gkkworks	18,375.00	CSM Architectural Services
400540	05/01/08	John Plane Construction	237,401.55	Cañada FMC Construction Project
400553	05/01/08	Pac Gas & Elec Co	10,939.39	Utilities
400554	05/01/08	Parsons Commercial Technology Group Inc	44,833.34	Districtwide CIP Professional Services
400558	05/01/08	Siemens Fire Safety	21,661.00	VESDA System installation and Technical Services
400559	05/01/08	Southwest Interiors	17,645.30	Skyline Bleachers Installation Services
400563	05/01/08	VWR Scientific	10,122.58	Cañada Equipment Purchase
400569	05/01/08	AIG Valic	32,935.28	Tax Shelter Annuities
400571	05/01/08	American Federation of Teachers	58,716.17	Union Fees
400582	05/01/08	John Plane Construction	26,377.95	Cañada FMC Construction Project
400584	05/01/08	C S E A	13,236.58	Union Fees
400586	05/01/08	Calif State Teachers Retirement System	65,117.06	STRS Contribution - April 2008
400587	05/01/08	CalPERS	451,110.11	PERS Contribution - May 2008
400589	05/01/08	Capital Guardian Trust Co.	53,329.66	Tax Shelter Annuities
400601	05/01/08	Fidelity Service Company	43,309.68	Tax Shelter Annuities
400612	05/01/08	Galic Disbursing Company	10,195.00	Tax Shelter Annuities
400616	05/01/08	Hartford Retirement Plans Service Center	41,806.15	Tax Shelter Annuities
400655	05/01/08	Oppenheimer Investor Services, Inc.	18,825.32	Tax Shelter Annuities
400665	05/01/08	Public Empl Ret Sys	1,008,866.92	Health Insurance Premiums - May 2008
400675	05/01/08	SMC College Ed. Housing Corp.	46,323.00	College Vista Rent For April 2008

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
MAY 1-31, 2008
WARRANT SCHEDULE EQUAL TO RO GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
400687	05/01/08	Sutro Tower Inc.	16,673.00	KCSM Transmitter Leasing Fee
400692	05/01/08	TIAA	12,734.00	Tax Shelter Annuities
400699	05/01/08	Vanguard Fiduciary Trust Company	37,243.00	Tax Shelter Annuities
400709	05/05/08	Beverly Prior Architects	23,832.00	CSM Architectural Services
400715	05/05/08	DES Architects	21,063.96	CSM Architectural Services
400718	05/05/08	Keenan & Associates	88,262.63	Districtwide Construction Insurance Premium
400719	05/05/08	Keenan & Associates	254,902.00	Districtwide Construction Insurance Premium
400729	05/05/08	Keenan & Associates	3,424,850.00	Districtwide Construction Insurance Premium
400731	05/05/08	Trust, Jeffrey M.	21,025.00	CPD consulting services
400754	05/05/08	SMCCCD Bookstore	15,939.84	CSM Special Programs Books
400756	05/05/08	SMCCCD Bookstore	25,628.27	Skyline Equipment Purchase
400759	05/05/08	Waterfront Plaza Hotel	10,353.47	CARE/CalWorks Conference Banquet Services
400760	05/05/08	Wells Fargo Bank	367,245.66	District Procurement Card Payment
400816	05/08/08	Hur Flooring Co.	16,100.00	Skyline Construction Project
400837	05/08/08	San Mateo Co Office Ed/Supt Sch	49,283.15	Cañada Gene Connection Grant Payment
400866	05/08/08	Hartford Life & Accident Insurance Co.	34,501.09	Life Insurance Premium - April 2008
400874	05/08/08	S.M.C.S.I.G.	147,939.75	Dental Premium - April 2008
400875	05/08/08	S.M.C.S.I.G.	19,660.26	Vision Premium - April 2008
400879	05/08/08	SMCCCD Bookstore	16,518.84	Equipment, Materials and Books Purchases
400881	05/08/08	SMCCCD Bookstore	24,975.61	CSM Equipment Purchase
400882	05/08/08	SMCCCD Revolving Account	32,643.23	Replenish Flex America Clearing Account
400935	05/12/08	Noll & Tam	66,258.53	Cañada Architectural Services
400939	05/12/08	S.B.R.P.S.T.C.	30,503.50	South Bay Regional Public Safety Training Consort Program
400963	05/12/08	GCL Distribution USA	18,973.75	Cañada Software Upgrade
401009	05/15/08	Bayside Heating & Air Conditioning	15,896.00	CSM Exhaust Equipment Installation
401037	05/15/08	Pac Gas & Elec Co	26,651.19	Utilities
401039	05/15/08	Pac Gas & Elec Co	15,249.61	Utilities
401047	05/15/08	Rodan Builders, Inc.	10,915.80	CSM Construction Project
401050	05/15/08	Swinerton Management & Consulting	75,259.37	Program Management Services
401066	05/15/08	CalPERS	11,719.97	PERS Balance payment
401075	05/15/08	Employment Development Department	13,478.04	LEC Unemployment Fees
401076	05/15/08	Hensel Phelps Construction Co.	74,300.00	Skyline Construction Project
401103	05/19/08	Cabrillo College	23,000.00	CSM Mini-Grant Projects payments
401106	05/19/08	Constellation NewEnergy Inc.	22,604.53	Utilities
401123	05/19/08	Parsons Commercial Technology Group Inc	31,605.00	Districtwide CIP Professional Services
401126	05/19/08	Rodan Builders, Inc.	30,629.00	CSM Construction Project
401128	05/19/08	San Mateo Co Office Ed/Supt Sch	39,158.15	Cañada Gene Connection Grant Payment
401145	05/19/08	San Francisco Community College District	63,141.00	CSM Mini-Grant Projects payments

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
MAY 1-31, 2008
WARRANT SCHEDULE EQUAL TO RO GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
401176	05/22/08	Big D Pacific Builders	2,296,479.00	Cañada Construction Project
401186	05/22/08	Constellation NewEnergy Inc.	21,964.27	Utilities
401187	05/22/08	Constellation NewEnergy Inc.	23,308.02	Utilities
401204	05/22/08	John Plane Construction	517,572.72	Cañada FMC Construction Project
401205	05/22/08	John Plane Construction	502,165.62	Cañada FMC Construction Project
401209	05/22/08	McCarthy Building Companies	2,505,634.20	CSM Construction Project
401215	05/22/08	Pac Gas & Elec Co	13,523.91	Utilities
401217	05/22/08	Pac Gas & Elec Co	10,183.81	Utilities
401218	05/22/08	Pac Gas & Elec Co	12,785.42	Utilities
401220	05/22/08	Parsons Commercial Technology Group Inc	22,416.67	Districtwide CIP Professional Services
401224	05/22/08	Rodan Builders, Inc.	17,840.00	CSM Construction Project
401230	05/22/08	Strata Information Group	49,033.00	ITS Consulting Services
401232	05/22/08	TRC Lowney	12,750.00	College Vista Special Inspection Services
401246	05/22/08	John Plane Construction	57,508.08	Cañada FMC Construction Project
401247	05/22/08	John Plane Construction	55,796.18	Skyline Construction Project
401250	05/22/08	Big D Pacific Builders	255,165.00	Cañada Construction Project
401251	05/22/08	David L. Gates & Associates	21,278.63	Cañada Construction Project
401271	05/22/08	SVM, LP	13,555.00	CSM Special Programs Students Gas Cards Purchase
401273	05/22/08	McCarthy Building Companies	278,403.80	CSM Construction Project
401360	05/29/08	Claycomb, Glenn D.	17,283.56	CPD consulting services
401361	05/29/08	Comm College League/Calif	41,569.96	Districtwide Database Subscription Fees
401368	05/29/08	Education Housing Partners, LLC.	175,000.00	Cañada Housing Consulting Services
401372	05/29/08	Gruber & Pereira Associates	10,000.00	Cañada Recruiting Services
401382	05/29/08	Maas Companies, Inc.	27,000.00	Educational Master Plan Consulting Services
401383	05/29/08	Management & Policing Consulting, LLC	38,500.00	Districtwide Consulting Services
401386	05/29/08	Mcguire and Hester, Inc.	10,987.28	CSM Emergency Repair Services
401389	05/29/08	Moodlerooms, Inc.	14,250.00	District Software Support Services
401400	05/29/08	San Jose/Evergreen Com Col Dist	11,430.00	JCTO Curriculum Development Services
401407	05/29/08	Sutro Tower Inc.	16,673.00	KCSM Transmitter Leasing Fee
401421	05/29/08	AIG Valic	35,860.28	Tax Shelter Annuities
401423	05/29/08	American Federation of Teachers	56,736.41	Union Fees
401430	05/29/08	C S E A	13,372.85	Union Fees
401433	05/29/08	Calif State Teachers Retirement System	55,334.66	STRS Contribution - May 2008
401434	05/29/08	CalPERS	454,627.26	PERS Contribution - May 2008 balance
401436	05/29/08	Capital Guardian Trust Co.	49,294.66	Tax Shelter Annuities
401450	05/29/08	Fidelity Service Company	41,709.68	Tax Shelter Annuities
401466	05/29/08	Galic Disbursing Company	10,995.00	Tax Shelter Annuities
401470	05/29/08	Hartford Retirement Plans Service Center	40,240.15	Tax Shelter Annuities

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
MAY 1-31, 2008
WARRANT SCHEDULE EQUAL TO RO GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
401499	05/29/08	Oppenheimer Investor Services, Inc.	17,625.32	Tax Shelter Annuities
401515	05/29/08	SMC College Ed. Housing Corp.	43,942.00	College Vista Rent For May 2008
401518	05/29/08	SMCCCD Bookstore	12,286.07	Districtwide Bookstore Payments
401535	05/29/08	TIAA	12,734.00	Tax Shelter Annuities
401544	05/29/08	Vanguard Fiduciary Trust Company	35,693.00	Tax Shelter Annuities
401545	05/29/08	Vavrinek, Trine, Day & Co.	17,000.00	District Audit Services
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
2513	05/01/08	US Treasury - Union Bank	1,508,706.25	Federal Tax
2776	05/01/08	US Treasury - Union Bank	268,414.76	State Tax
76130	05/21/08	US Treasury - Union Bank	64,311.77	Federal Tax
JE244309	05/31/08	State Teacher Retirement System	641,511.33	STRS Retirement
<u>SMCCCD Bookstores</u>				
103402	05/05/08	Apple Computer Inc.	17,124.90	Purchase Of Inventory
103409	05/05/08	Dell Marketing LP	10,529.44	Purchase Of Inventory
103437	05/22/08	Apple Computer Inc.	24,974.03	Purchase Of Inventory
103450	05/22/08	Dell Marketing LP	29,816.48	Purchase Of Inventory
103747	05/22/08	SMCC College District	141,934.74	Salaries & Benefits April 2008
EFT#31337	05/24/08	Board of Equalization	14,016.61	Sales Tax April 2008
Subtotal			18,660,959.56	94%
Warrant Issued ≤ \$10,000			1,169,878.52	6%
Total Non-Salary Warrant Issued			<u>19,830,838.08</u>	100%
District Accounts Payable	400508-401552, DD001891-DD002013		17,008,092.97	
District Payroll	28620-29659, DD30527-DD31920		8,202,234.16	
SMCCCD Bookstores	103401-103503, EFT#31337		<u>333,771.22</u>	
Total Warrant Including Salaries - May 2008			<u>25,544,098.35</u>	

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
JUNE 1-30, 2008
WARRANT SCHEDULE GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
002038	06/05/08	Bayview Environmental Services	157,322.70	Districtwide Construction Projects
002040	06/05/08	CIS, Inc	20,570.00	Skyline Construction Projects
002043	06/05/08	Dovetail Decision Consultants, Inc.	27,875.27	Districtwide Furniture Standards Consultants
002052	06/05/08	Swinerton Management & Consulting	99,210.00	Program Management Services
002053	06/05/08	TAC Americas Inc.	12,224.50	CSM Construction Project
002076	06/12/08	Cor-O-Van Moving & Storage Co.	16,429.12	CSM Moving Services
002080	06/12/08	Prestige Graphics, Inc.	15,860.80	Districtwide Direct Mailing Services
002118	06/19/08	Tanaka, Danny G.	39,000.00	CPD consulting services
002119	06/19/08	Bayview Environmental Services	62,650.28	Canada Environmental Services
002121	06/19/08	CIS, Inc	34,680.00	Canada and Skyline Construction Projects
002124	06/19/08	Dovetail Decision Consultants, Inc.	11,511.73	Districtwide Furniture Standards Consultants
401557	06/02/08	Atlas/Pellizzari Electric Inc.	24,459.00	CSM Electrical Services
401574	06/02/08	GovConnection, Inc.	11,589.24	Skyline Equipment Purchase
401578	06/02/08	John Plane Construction	458,294.49	Skyline Construction Project
401585	06/02/08	Rodan Builders, Inc.	50,608.00	CSM Construction Project
401588	06/02/08	SASCO Data Systems	12,165.00	Skyline and CSM Construction Projects
401607	06/02/08	John Plane Construction	50,921.51	Skyline Construction Project
401614	06/02/08	Hensel Phelps Construction Co.	162,589.00	Skyline Construction Project
401616	06/02/08	Hensel Phelps Construction Co.	1,463,301.00	Skyline Construction Project
401626	06/02/08	San Mateo Union High School District	30,000.00	CSM Tech Prep Expenses Reimbursement
401726	06/05/08	John Plane Construction	474,107.85	Skyline Construction Project
401728	06/05/08	Keenan & Associates	33,886.88	Skyline Construction Insurance Fees
401751	06/05/08	San Mateo Union High School District	20,150.24	CSM MCHS Staff Salary and Expenses Reimbursement
401752	06/05/08	Sarouhan, Dan E.	13,000.00	FPO consulting services
401753	06/05/08	Keenan & Associates	59,946.00	CSM Construction Insurance Fees
401754	06/05/08	Keenan & Associates	205,869.00	Canada Construction Insurance Fees
401755	06/05/08	Keenan & Associates	1,378,348.00	CSM and Skyline Construction Insurance Fees
401758	06/05/08	Teecom Design Group	30,350.56	Districtwide ACAMS Electrical Consulting Services
401760	06/05/08	The Shirley Ware Education Center	137,054.00	ITS Work-Based Upgrade Innovations Project services
401762	06/05/08	TRC Lowney	15,891.25	Canada Peer Review Services
401775	06/05/08	John Plane Construction	52,678.65	Skyline Construction Project
401819	06/05/08	Wells Fargo Bank	390,048.42	District Procurement Card Payment
401868	06/09/08	Morgan Consulting	10,500.00	CSM Online Advertising Campaign Services
401879	06/09/08	San Mateo Co Office Ed/Supt Sch	16,552.00	Skyline ROP Mini Grant payments
401917	06/09/08	Public Empl Ret Sys	1,045,206.84	Health Insurance Premium June 2008
401922	06/09/08	SMCCCD Bookstore	22,366.27	CSM Computer Purchase
401968	06/12/08	China Basin Ball Park Company LLC	35,000.00	Canada Advertising Services
402000	06/12/08	Parsons Commercial Technology Group Inc	26,972.50	Districtwide CIP Professional Services
402001	06/12/08	Parsons Commercial Technology Group Inc	22,416.67	Districtwide CIP Professional Services

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
JUNE 1-30, 2008
WARRANT SCHEDULE GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
402017	06/12/08	Sony Electronics Inc.	17,872.08	KCSM Equipment Purchase
402028	06/12/08	Wide Angle Communications, LLC	10,176.00	Districtwide Careers Brochure Printing Services
402034	06/12/08	CalPERS	11,308.87	PERS Contribution June 2008
402042	06/12/08	Hartford Life & Accident Insurance Co.	35,321.08	Life insurance Premiums For June 2008
402043	06/12/08	Krueger International	27,152.95	District Office Furniture Purchase
402055	06/12/08	S.M.C.S.I.G.	149,171.87	Dental Premium - June 2008
402056	06/12/08	S.M.C.S.I.G.	20,282.51	Vision Premium - June 2008
402057	06/12/08	San Bruno Mun Util	10,339.04	Utilities
402061	06/12/08	SMCCCD Revolving Account	25,189.83	Replenish Flex America Clearing Account
402068	06/16/08	Advance Soil Technology Inc.	10,807.50	CSM Soil Testing Services
402102	06/16/08	Steinberg Architects	19,358.45	Skyline Architectural Services
402106	06/16/08	Vangent, Inc.	24,762.47	ITS TRA 1098T Renewal Fees
402112	06/16/08	California Cart Builder	94,764.26	CSM Mobil Kitchen Purchase
402274	06/19/08	Clark Associates	13,612.50	Districtwide Professional Legal Services
402275	06/19/08	CSW-Stuber-Stroeh Engineering Group, Inc	12,127.22	CSM Engineering Services
402303	06/19/08	Maas Companies, Inc.	32,000.00	CSM Educational Master Plan Consultant Services
402310	06/19/08	Pac Gas & Elec Co	27,620.59	Utilities
402314	06/19/08	Pac Gas & Elec Co	11,117.24	Utilities
402316	06/19/08	Pac Gas & Elec Co	11,266.52	Utilities
402377	06/19/08	SMCCCD Bookstore	23,870.09	Books and Equipment Purchase
402790	06/24/08	Atlas/Pellizzari Electric Inc.	10,474.00	CSM Electrical Services
402791	06/24/08	Atlas/Pellizzari Electric Inc.	38,201.00	District Office Electrical Services
402795	06/24/08	Bayview Environmental Services	378,832.65	CSM Construction Project
402797	06/24/08	Beverly Prior Architects	15,627.00	CSM Architectural Services
402799	06/24/08	Big D Pacific Builders	1,509,573.00	Canada Construction Project
402800	06/24/08	John Plane Construction	19,894.42	Skyline FMC Construction Project
402804	06/24/08	Calif Water Service Co	12,053.22	Utilities
402806	06/24/08	Coast Side Associates	66,764.70	Canada Construction Project
402808	06/24/08	Constellation NewEnergy Inc.	24,936.38	Utilities
402809	06/24/08	Constellation NewEnergy Inc.	20,957.58	Utilities
402811	06/24/08	Cor-O-Van Moving & Storage Co.	17,060.15	Districtwide Moving Services
402822	06/24/08	John Plane Construction	179,049.58	Skyline FMC Construction Project
402825	06/24/08	McCarthy Building Companies	4,942,488.60	CSM Construction Project
402839	06/24/08	Peninsula Library System	33,936.38	Canada Library Furniture Purchase
402845	06/24/08	S.J. Amoroso Construction Co., Inc.	79,676.00	Canada Construction Project
402859	06/24/08	Thomson Learning	14,400.00	CSM On-line Classes and Services
402860	06/24/08	McCarthy Building Companies	549,165.40	CSM Construction Project
402874	06/24/08	Big D Pacific Builders	167,730.00	Canada Construction Project
402881	06/24/08	GovConnection, Inc.	10,970.99	Skyline Equipment Purchase
402896	06/24/08	SMCCCD Bookstore	33,008.69	Districtwide Computer Purchase
402897	06/24/08	SMCCCD Bookstore	14,727.58	CSM Books and Computer Purchase

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
JUNE 1-30, 2008
WARRANT SCHEDULE GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
402898	06/24/08	SMCCCD Bookstore	11,672.97	CSM Computer Purchase
402902	06/24/08	SVM, LP	34,450.00	Skyline Special Programs (CARE & TANF) Gas Cards
403234	06/27/08	Altec Industries Inc.	85,498.68	Facilities Equipment Purchase
403267	06/27/08	Bayview Environmental Services	23,250.00	Canada Construction Project
403273	06/27/08	CIS, Inc	14,280.00	Skyline Construction Projects
403274	06/27/08	Claycomb, Glenn D.	16,726.03	CPD consulting services
403276	06/27/08	Constellation NewEnergy Inc.	21,928.79	Utilities
403281	06/27/08	CSW-Stuber-Stroeh Engineering Group, Inc	18,128.43	CSM Consulting Services
403297	06/27/08	Island Advertising Specialties	14,675.67	Skyline and CSM Supplies Purchase
403298	06/27/08	John Plane Construction	432,944.53	Skyline FMC Construction Project
403299	06/27/08	John Plane Construction	738,521.96	Skyline Construction Project
403314	06/27/08	Pac Gas & Elec Co	16,030.77	Utilities
403318	06/27/08	Prestige Graphics, Inc.	16,405.64	Districtwide Direct Mailing Services
403322	06/27/08	Sch Proj/Util Rate Reduc.	64,422.08	Utilities
403323	06/27/08	Sch Proj/Util Rate Reduc.	12,790.08	Utilities
403325	06/27/08	Siemens Fire Safety	28,413.00	Canada and Skyline Life Safety System Test and Inspection
403328	06/27/08	Swinerton Management & Consulting	122,518.16	Program Management Services
403332	06/27/08	ToronTech	16,089.00	Canada Equipment Purchase
403340	06/27/08	AIG Valic	22,808.28	Tax Shelter Annuities
403343	06/27/08	American Federation of Teachers	16,432.12	Union Dues June 2008
403354	06/27/08	John Plane Construction	82,058.00	Skyline Construction Project
403355	06/27/08	John Plane Construction	48,104.47	Skyline FMC Construction Project
403356	06/27/08	C S E A	12,804.99	Union Dues June 2008
403359	06/27/08	CalPERS	435,180.75	PERS Contribution June 2008 balance
403361	06/27/08	Capital Guardian Trust Co.	32,800.66	Tax Shelter Annuities
403380	06/27/08	Fidelity Service Company	16,989.68	Tax Shelter Annuities
403399	06/27/08	Hartford Retirement Plans Service Center	29,615.15	Tax Shelter Annuities
403432	06/27/08	Oppenheimer Investor Services, Inc.	12,925.32	Tax Shelter Annuities
403452	06/27/08	SMC College Ed. Housing Corp.	32,003.00	College Vista Rent For June 2008
403457	06/27/08	SMCCCD Bookstore	20,079.97	Equipment and Books Purchase
403464	06/27/08	SMCCCD Bookstore	21,990.17	CSM Calworks Equipment Purchase
403482	06/27/08	Vanguard Fiduciary Trust Company	18,513.00	Tax Shelter Annuities
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
49510	06/18/08	US Treasury - Union Bank	77,795.82	Federal Tax
94666	06/01/08	US Treasury - Union Bank	1,488,373.54	Federal Tax

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
 JUNE 1-30, 2008
 WARRANT SCHEDULE GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
94811	06/02/08	US Treasury - Union Bank	264,455.22	State Tax
JE245977	06/30/08	State Teacher Retirement System	250,886.18	STRS Retirement
<u>SMCCCD Bookstores</u>				
103528	06/11/08	MBS Textbook Exchange	106,095.15	
103535	06/11/08	Nebraska Book Company	84,106.70	
103554	06/19/08	CDW Government	22,150.00	
103555	06/19/08	SMCC College District	156,089.28	
103557	06/19/08	SMCC College District	11,683.49	
103562	06/25/08	Apple Computer Inc.	46,528.92	
103568	06/25/08	Cengage Learning	26,983.72	
103578	06/25/08	Dell Marketing LP	15,709.91	
103604	06/25/00	McGraw-Hill Companies	33,144.95	
103617	06/25/08	Pearson Education Inc.	55,054.84	
EFT#06061	06/24/08	Board Of Equalization	31,043.12	
		Subtotal	<u>20,640,407.35</u>	91%
		Warrant Issued ≤ \$10,000	<u>2,115,595.13</u>	9%
		Total Non-Salary Warrant Issued	<u><u>22,756,002.48</u></u>	100%
District Accounts Payable	401553-403487, DD002026-DD002554		19,939,442.71	
District Payroll	29660-30661, DD31921-DD32877		5,425,490.82	
SMCCCD Bookstores	103504-103632, EFT#06061		<u>730,960.70</u>	
	Total Warrant including Salaries - June 2008		<u><u>26,095,894.23</u></u>	

BOARD REPORT NO. 08-8-3CA

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Bob Domenici, General Services 358-6728 and Michele Muller, KCSM Director of Technology 524-6908

CONTRACT AWARD FOR REPLACEMENT AUTOMATION SYSTEM FOR KCSM

KCSM wishes to replace its current, six year old automation system with a product that supports the demands of air operations in a multi-channel digital broadcast environment. After studying the available products commonly used in the Broadcast industry, KCSM created a bid specification that carefully described the functions required for the station's air operations and interface with the programming department's databases and software.

On July 23, 2008 the Department of General Services released Bid 86591 to the following vendors:

- MicroFirst
- Sundance Digital
- Crispin Corporation
- Harris Corporation

Each of the vendors responded by the July 31, 2008 bid proposal deadline. MicroFirst and Harris Corporation failed to satisfy the bid requirement of having at least one successful deployment using the SMPTE 201 BXF Data Exchange Format protocol in conjunction with all of the elements of the Myers Information Protrack software. The two remaining respondents, Crispin Corporation and Sundance Digital, met the specifications and were evaluated for overall functionality and price.

Vendor	Price
Sundance Digital	\$239,082
Crispin Corporation	\$242,845

RECOMMENDATION

It is recommended that the Board of Trustees award Bid 86591 for the procurement of a Replacement Automation System for KCSM, to Sundance Digital in an amount not to exceed \$239,082, excluding tax, to be funded through the bond measure. This amount will cover the cost of the Automation System and five years of extended warranty.

BOARD REPORT NO. 08-8-4CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: José D. Nuñez, Vice Chancellor, Facilities Planning Maintenance & Operations,
650-358-6836

**APPROVAL OF CONTRACT AWARD FOR COMPUTERIZED MAINTENANCE
MANAGEMENT SYSTEM – DISTRICTWIDE**

The San Mateo County Community College District implemented the Tamis Computerized Maintenance Management System (CMMS) in 2004 to provide reactive workorder and preventative maintenance planning, scheduling, tracking and processing for the District’s Facilities, Maintenance and Operations staff. The reactive workorder component of the Tamis CMMS software has functioned well. However, the preventative maintenance component has not proven adequate to the task of providing preventative maintenance scheduling and workorder processing. The District worked with Tamis to make modifications to their software, but Tamis was unable to successfully implement a fully functional preventative maintenance module. Since routine preventative maintenance is a major key to reducing long-term maintenance and operational costs, the Facilities Planning, Maintenance & Operations Department decided to search for a replacement CMMS that would fully meet the District’s needs in terms of both workorder and preventative maintenance modules.

The District issued a Request for Proposal to purchase a CMMS software, implementation and support package on April 15, 2008. On May 30, 2008, the District received four (4) proposals:

Maintenance Connection	\$104,077
Axxerion	\$109,200
TMA	\$136,428
AIS	\$457,000

A panel comprised of Facilities Department, Construction Planning Department, Information Technology Services, and General Services Department representatives reviewed the written proposals for compliance with the requirements of the RFP. The selection criteria used to evaluate proposals included:

- total 5-year cost
- implementation plan and schedule
- compliance with the specification questionnaire
- number of years providing CMMS software
- experience in educational and campus environments
- proven track record of customer satisfaction.

BOARD REPORT NO. 08-8-4CA

Based on the scored results of the written materials review, the top three ranking respondents were brought in for an interview and demonstration of their software. The interviews were an opportunity for the selection panel to meet with the vendors and obtain additional information about their ability and commitment to provide quality service. The three respondents who were interviewed were TMA Systems, Maintenance Connection, and Axxerion USA. The remaining firm did not meet the minimum requirements due to their price being approximately four times the other competing proposals.

Maintenance Connection's proposal best met the evaluation criteria of the selection process. Their proposed software and implementation costs were the lowest of the three finalists. Their software program's user interface, ease of use, adaptability and overall functionality were judged the best by our panel of Facility Operations Managers and Facility Operations Technicians. In addition, their implementation plan was judged superior in terms of overall speed of implementation and the time commitment required by facilities staff.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Executive Vice Chancellor to execute a contract for CMMS software, implementation and support services to Maintenance Connection, in an amount not to exceed \$104,077.

BOARD REPORT NO. 08-8-5CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Jose D. Nuñez, Vice-Chancellor, Facilities Planning, Maintenance & Operations, 358-6836

**CONTRACT AWARD FOR REPLACEMENT OF ELEVATOR
AT SKYLINE COLLEGE BUILDING 3**

Skyline College’s Physical Education building (Building 3) was completely modernized two years ago. The interior of the building was modernized but the exterior operating elevator serving as handicap access between the two floors of the building was not part of the project. Recently, the elevator has been problematic and the District’s elevator consultant recommended that it be replaced. The existing elevator is twenty years old and has been exposed to the inclement weather at Skyline College. As a result, the doors have warped and the cab and other components have rusted and need an upgrade.

The project requires that the existing elevator be removed and a new elevator meeting the standards established by the District be installed in the existing hoistway. The work shall include new entry doors and frames on both levels, a new passenger car, new controls and testing. The proposal includes installation, training and implementation of the equipment.

On July 2, 2008, the Department of General Services issued a legal bid to the public. A legal advertisement for competitive bids was placed on July 2 and 9 with a mandatory site visit on July 15. Of the four firms who attended the site visit, only two formally submitted bids as listed below:

Vendor	Bid Amount
Ascent Elevator Corporation	89,500.00
ThyssenKrupp Elevator Corporation	127,920.00

Following bid submission, staff conducted due diligence investigation of the bids. It was determined that Ascent Elevator Corporation was the lowest responsible bidder, based on a total bid of \$89,500.

This project will be funded out of State and Measure “A” general obligation bond funds.

RECOMMENDATION

The District recommends that the Board of Trustees award a contract with Ascent Elevator Corporation for the installation of the new elevator at Skyline College Building 3 in an amount not to exceed \$89,500.

BOARD REPORT NO. 08-8-6CA

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Eric Raznick, Director Information Technology Services, 358-6703

**AUTHORIZATION FOR USE OF CMAS CONTRACT WITH
CHOUINARD AND MYHRE, INCORPORATED FOR PURCHASE OF IBM SERVERS**

The last upgrade to the servers that support the SunGard/Banner administrative information system was in July of 2004 (Board Report No. 04-7-100B). Since that time the District has completed the migration to Banner Release 7 and implemented Banner payroll. New functionality was added in the finance area, including the implementation of the grants and fixed assets modules. A new service to send out emergency text messages was deployed. The ability to fund financial aid awards using direct deposit technology was implemented. Numerous other web-based self-service capabilities for students, faculty and staff have been added.

Over the next year, the following major projects are scheduled to begin or to be placed into production:

1. Complete the migration to Banner Release 8.x by the end of the 2009 calendar year to ensure that both SunGard and Oracle will continue to provide support and maintenance for the Banner technical environment.
2. Implement the CCC TRANS system (a State sponsored initiative) for electronic interchange of student academic transcript data with California State Universities, Universities of California and other California Community Colleges.
3. Integrate the account creation and maintenance of Google Apps Education Edition student email accounts with Banner.
4. Continue the implementation of the Banner Degree Audit and Curriculum Advising and Program Planning (CAPP) module.

The continued growth of Banner services utilized by the District requires a larger investment in servers to support them. This recommendation is to purchase IBM hardware that has substantially more processing power and storage capabilities over our current environment. Additionally, these new servers are included in IBM's "Project Big Green" initiative and require less power and cooling.

As part of a larger initiative to provide disaster recovery services for the District, this upgrade includes hardware to establish a backup Banner server at a remote location that is separate from the District Information Technology Department. This server will be continually refreshed with up-to-date information and will be ready to take over production processing if a catastrophe occurs in the data center.

BOARD REPORT NO. 08-8-6CA

Through a California Multiple Awards Schedule Program (CMAS), IBM and Chouinard and Myhre have been approved by the State of California to provide IBM servers and peripheral equipment. This contract award, CMAS #3-97-70-0406A, is approved for use by all governmental entities within the State of California, including all state agencies and local entities (cities, counties, school districts, universities, community college districts, etc.) that are empowered to expend public funds for the acquisition of information technology goods and services.

This project will be funded by a combination of existing Bond and District Capital Outlay funds.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the use of the CMAS contract with IBM Corporation and Chouinard and Myhre, Incorporated for the purchase and installation of new servers, operating system software, technical training and three years of hardware and software maintenance in an amount not to exceed \$300,000 plus applicable sales tax and shipping.

BOARD REPORT NO. 08-8-100B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Barbara Christensen, Director of Community/Government Relations
574-6510

ESTABLISH AND APPROVE TRANSFER TO THE HOME SAVINGS INCENTIVE FUND

As the Board is aware, the College District has developed a proactive plan to assist employees in purchasing a home in the Bay Area, which is one of the costliest areas in the United States in which to live. This program includes free homebuyer counseling, the College Vista (and soon to be built Cañada Vista) below-market rental communities and the District's extremely competitive second loan program.

The Administration would like to add a new element to the housing program; an incentivized savings plan for homeownership. We have learned that the following programs are available for our employees:

- Federal WISH and IDEA programs are available to persons earning less than 80% of the median income in the area (about \$54,000 for a single person). These programs will match, 3 to 1, up to \$5,000 in savings that are made towards a home purchase.
- Employees in certain income brackets can use a Roth, Traditional or Spousal IRA to help save for a down payment. While contributions to these programs generally are in after-tax dollars, the proceeds can grow tax free and the first-time home buyers can take out as much as \$10,000 to purchase a home.

In addition to these programs, the District would like to develop a fund that could be used to provide a \$3,000 incentive for employees who successfully save for a down payment and are in contract to purchase a home. We would like to build a Home Savings Incentive Fund of \$50-60,000 in the District budget in the following way:

- Transfer \$20,000 from the \$59,000 that has been earned by the District thus far from the second loan program. The District's loan program offers a \$75,000 second loan that is interest and payment free for the first five years and then has a 4% simple interest payment for the next five years. At the end of ten years, the employee needs to pay off or re-finance the loan. At that time, the appreciation in the home's value is calculated and the District receives a share of the appreciation that is equal to its investment in the property. Over the past several years, three employees have paid off their loans and the District's share of the appreciation of those homes was \$59,000, which more than covers market rate interest on the loans. Because this money was earned through the employee second loan program, we would like to take \$20,000 from the fund for the Home Savings Incentive Fund.

BOARD REPORT NO. 08-8-100B

- Request that Education Housing Partners develop a program to assure that the private sector, including contractors and subcontractors on the Cañada Vista project, contribute to the Fund.
- Fundraising through The Foundation, possibly targeting title companies, realtors and local banks.

If the Board agrees to establish the Home Savings Incentive Fund, the District will hold a Savings Seminar in the Fall to explain all of the above-described programs to employees.

RECOMMENDATION

It is recommended that the Board establish the Home Savings Incentive Fund in the District's budget and transfer \$20,000 from the monies earned from the second loan program to this new fund to be used as described in this report.

RESOLUTION NO. 08-11

**BY THE GOVERNING BOARD OF THE
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA**

RESOLUTION REGARDING BOARD ABSENCES

WHEREAS, California Education Code states a Governing Board member of a community college district may receive compensation for any meeting when absent if the Board, by resolution duly adopted, finds that at the time of the meeting, he or she is performing services outside the meeting for the community college district; he or she was ill or on jury duty; or the absence was due to a hardship deemed acceptable by the Board; and

WHEREAS, California Education Code also states a member of a Governing Board who does not attend all meetings held by the Board in any month may receive, as compensation for his or her services, an amount not greater than a pro rata share of the number of meetings actually attended based upon his or her current compensation; and

WHEREAS, at the time of the July 23, 2008 meeting of the Board, Trustee Patricia Miljanich was absent due to hardship deemed acceptable by the Board and Student Trustee Virginia Medrano Rosales was absent due to performance of services for the District;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the San Mateo County Community College District finds that under current law, Trustee Patricia Miljanich and Student Trustee Virginia Medrano Rosales are entitled to receive the regular compensation for the meeting of July 23, 2008.

REGULARLY PASSED AND ADOPTED this 13th day of August, 2008.

Ayes:

Noes:

Attest: _____
Karen Schwarz, Vice President-Clerk
Board of Trustees

BOARD REPORT NO. 08-8-102B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Barbara Christensen, Director of Community/Government Relations
574-6560

**AMENDMENT OF DISTRICT RULES AND REGULATIONS SECTION 2.08,
RULES AND REGULATIONS**

The Accreditation Reports for the Colleges each contained the following District recommendation:

The board of trustees should regularly evaluate its “rules and regulations” and revise them as necessary. (Standard IV.B.1.e)

Attached is a proposed amendment to District Rules and Regulations Section 2.08, Rules and Regulations, which establishes a two-year schedule for review of each of the eight chapters in Rules and Regulations. A decision was made to start with Chapter Six (Academic Programs) due to the fact that a number of changes in Title 5 have been made recently that require changes in the District policies. This Chapter should be available for the Board’s review in early September.

California Code of Regulations Title 5 (Section 53200, et seq) and Rules and Regulations Section 2.06, Academic Senate, assign responsibility for recommendations to the Board on “academic and professional matters” to the Academic Senate. These include the following:

- a. Curriculum, including establishing prerequisites and placing courses within disciplines;
- b. Degree and certificate requirements;
- c. Grading policies;
- d. Educational program development;
- e. Standards or policies regarding student preparation and success;
- f. District and college governance structures, as related to faculty roles;
- g. Faculty roles and involvement in accreditation processes, including self-study and annual reports;
- h. Policies for faculty professional development activities;
- i. Processes for program review;
- j. Processes for institutional planning and budget development; and
- k. Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.

Changes in District Rules and Regulations which impact any of these eleven areas will be reviewed by the Academic Senate before being sent to the Board for approval.

BOARD REPORT NO. 08-8-102B

District Rules and Regulations Section 2.09, District Shared Governance Policy, assigns responsibility to the District Shared Governance Council (DSGC) to advise the Board in nine distinct areas:

- a. Faculty, staff, and management hiring and equal employment opportunities;
- b. District governance structure related to separate roles of faculty, staff, students, and management;
- c. Appropriate roles and involvement in accreditation;
- d. Processes for staff development activities;
- e. Processes for program development, program review, program modification, and program discontinuance;
- f. Budget development;
- g. Ethical standards;
- h. Student fees; and
- i. Educational and facilities master planning.

Changes in District Rules and Regulations which impact any of these nine areas will be reviewed by the DSGC before being sent to the Board for approval.

The District has contracted with the California Community College League for its Policy and Procedures Update Service. This service provides a model set of policies and a regular update service. This service will be consulted for all reviews of District Rules and Regulations.

RECOMMENDATION

It is recommended that the Board approve the attached amendment to District Rules and Regulations Section 2.08, Rules and Regulations.

2.08 Rules and Regulations

1. The Rules and Regulations adopted by the Board for the District have been written to be consistent with the provisions of law, but do not encompass all laws relating to the District's activities. All District employees shall be expected to know and shall be held responsible for observing all provisions of law pertinent to their activities as District employees.
2. Any rule or regulation may be suspended by a majority vote of the Board, which vote shall be taken by roll call and shall be entered in the minutes of the meeting.
3. The Rules and Regulations governing the District may be amended by a majority vote of the Board at any meeting. Amendment shall be made by repeal of the existing rule and, if required, the enactment of a new rule.
4. Additions, amendments, or deletions in Rules and Regulations which directly affect students or staff members are ordinarily introduced for first reading at one Board meeting and acted on at a subsequent meeting.

5. The Board will review and update each chapter of Rules and Regulations on the following two-year schedule:

Fiscal Year Quarter 1 Chapter 6

Fiscal Year Quarter 2 Chapter 7

Fiscal Year Quarter 3 Chapter 5

Fiscal Year Quarter 4 Chapter 4

Fiscal Year Quarter 1 Chapter 3

Fiscal Year Quarter 2 Chapter 2

Fiscal Year Quarter 3 Chapter 1

Fiscal Year Quarter 4 Chapter 8

6. District Rules and Regulations Section 2.06 assigns responsibility to the Academic Senate to advise the Board on eleven different areas of "academic and professional" matters. Rules and Regulations changes which impact any of the eleven areas will be reviewed by the Academic Senate prior to being sent to the Board for approval.

7. District Rules and Regulations Section 2.09 assigns responsibility to the District Shared Governance Council (DSGC) to advise the Board on nine different governance matters. Rules and Regulations changes which impact any of these nine areas will be reviewed by the DSGC before being sent to the Board for approval.

~~5-8. Copies of District Rules and Regulations will be kept on file in each administrative office for reference by District personnel and the public. Each administrator shall be responsible for maintaining a current copy of Rules and Regulations. posted on the District's website.~~

~~6. 9. Administrative procedures implementing Board-adopted policies shall be developed by designated administrators subject to approval of the Chancellor-Superintendent. Procedures shall be consistent with and not in conflict with policies adopted by the Board.~~

Reference: Education Code 70902

(Rev. ~~1/898/08~~)

(Proposed changes – final copy)

2.08 Rules and Regulations

1. The Rules and Regulations adopted by the Board for the District have been written to be consistent with the provisions of law, but do not encompass all laws relating to the District’s activities. All District employees shall be expected to know and shall be held responsible for observing all provisions of law pertinent to their activities as District employees.
2. Any rule or regulation may be suspended by a majority vote of the Board, which vote shall be taken by roll call and shall be entered in the minutes of the meeting.
3. The Rules and Regulations governing the District may be amended by a majority vote of the Board at any meeting. Amendment shall be made by repeal of the existing rule and, if required, the enactment of a new rule.
4. Additions, amendments, or deletions in Rules and Regulations which directly affect students or staff members are ordinarily introduced for first reading at one Board meeting and acted on at a subsequent meeting.
5. The Board will review and update each chapter of Rules and Regulations on the following two-year schedule:

Fiscal Year Quarter 1 Chapter 6
Fiscal Year Quarter 2 Chapter 7
Fiscal Year Quarter 3 Chapter 5
Fiscal Year Quarter 4 Chapter 4

Fiscal Year Quarter 1 Chapter 3
Fiscal Year Quarter 2 Chapter 2
Fiscal Year Quarter 3 Chapter 1
Fiscal Year Quarter 4 Chapter 8
6. District Rules and Regulations Section 2.06 assigns responsibility to the Academic Senate to advise the Board on eleven different areas of “academic and professional” matters. Rules and Regulations changes which impact any of the eleven areas will be reviewed by the Academic Senate prior to being sent to the Board for approval.
7. District Rules and Regulations Section 2.09 assigns responsibility to the District Shared Governance Council (DSGC) to advise the Board on nine different governance matters. Rules and Regulations changes which impact any of these nine areas will be reviewed by the DSGC before being sent to the Board for approval.
8. District Rules and Regulations will be posted on the District’s website.
9. Administrative procedures implementing Board-adopted policies shall be developed by designated administrators subject to approval of the Chancellor. Procedures shall be consistent with and not in conflict with policies adopted by the Board.

Reference: Education Code 70902

(Rev.8/08)

BOARD REPORT NO. 08-8-103B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Regina Stroud, Vice President, Instruction, Skyline College, 738-4321

ACCEPTANCE OF EXTERNAL FUNDS

The California Community Colleges Board of Governors has awarded Skyline College a Career and Technical Education Community Collaborative Grant (CTE-CC) for the period June, 2008-January, 2010. This is a request that the Board of Trustees accept funding in the amount of \$369,655 to begin this project in earnest.

Serving the region of the San Mateo County Community College District (SMCCCD), CTE-CC will focus on emerging and high demand career opportunities in: 1) Energy and Utilities, 2) Education, Child Development, and Family Services, and 3) Health Science and Medical Technology. Skyline will develop a Middle College with an emphasis on high demand industry sectors. Additionally, CTE-CC will provide career exploration opportunities for 7th and 8th graders, worksite and industry-based experience for teachers/faculty, and other professional development opportunities. Partners include Cañada College, College of San Mateo, several secondary school districts in the region, San Mateo County Regional Occupation Program, industry partners and others.

RECOMMENDATION

It is recommended that the Board of Trustees accept the Career and Technical Education Community Collaborative Grant in the amount of \$369,655 for the period June, 2008-January, 2010 as awarded by the California Community Colleges Chancellor's Office.

BOARD REPORT NO. 08-8-104B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Regina Stroud, Vice President, Instruction, Skyline College, 738-4321

APPROVAL OF SUBGRANT TO LAS POSITAS COLLEGE

Skyline College is implementing the Surgical Technology Workforce Education Collaborative, a healthcare workforce development project funded by the Chancellor's Office, California Community Colleges (Industry Driven Regional Collaborative - IDRC). The Board of Trustees has previously approved this project (Board Report No. 08-4-101B) which began July 1, 2008. The following is a request that the Board of Trustees approve a subgrant designated in the grant award for the project's partner, Las Positas College, in the amount of \$161,176.

The San Francisco Bay Area boasts three of the top five highest paying metro areas in the nation for surgical technologists according to the Bureau of Labor Statistics. Despite great pay, hospitals and surgery centers are struggling to ensure staffing for these positions. Industry partners requested that the community colleges create an additional accredited surgical technology program and strategically locate it to serve more students and employers.

This subgrant provides funding to assist Las Positas College with the development of a surgical technology program during the grant training period that will double the current Bay Area's community college capacity in surgical technology. This program development will support the grant's goal of providing surgical technology education opportunities for up to 42 students who will complete requisites for program certificates, receive clinical placements, and qualify for high demand positions throughout the Bay Area Healthcare Industry.

Key industry partners include ValleyCare Health System, Kaiser Permanente, and others. This two-year project began July 1, 2008 and ends June 30, 2010. The total grant funding for the program is \$649,134.

RECOMMENDATION

It is recommended that the Board of Trustees approve this Industry Driven Regional Collaborative subgrant to Las Positas College in the amount of \$161,176 for fiscal years 2008-2010 as awarded by the California Community Colleges Chancellor's Office.

BOARD REPORT NO. 08-8-105B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Jose D. Nuñez, Vice-Chancellor, Facilities Planning, Maintenance & Operations, 358-6836

APPROVAL TO AMEND AGREEMENTS FOR PURCHASE OF NATURAL GAS

In these times of fluctuating natural gas prices, the District continues its efforts to find ways to reduce its utility expenses.

For the larger gas accounts, the Board approved Adoption of Resolution No. 90-15 (Board Report No. 90-7-109B; last updated with Board Report No. 07-5-4CA), approving membership in SPURR (School Project for Utility Rate Reduction), a public entity comprised of public education agencies, which was created to provide its members with reduced electricity and natural gas rates. For the smaller gas accounts, the Board approved a contract with Commercial Energy (Board Report No. 08-3-101B), a third party supplier, for purchase of natural gas for all eight of its core natural gas accounts.

The District's current natural gas agreements are at market prices, which vary per month. Spot market prices for natural gas have dropped dramatically this month. Having the flexibility to amend pricing options with the District's natural gas suppliers would allow us to take advantage of dips in natural gas prices during the fiscal year and possibly lock in rates at opportune times to have more budget certainty.

RECOMMENDATION

It is recommended that the Board authorize the Executive Vice Chancellor to amend agreements for provision of natural gas, as needed, throughout fiscal year 2008-2009.

BOARD REPORT NO. 08-8-106B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Rick Bennett, Executive Director, Construction Planning Department, 358-6752

**CONTRACT AWARD FOR THE SKYLINE COLLEGE
CORPORATION YARD PROJECT**

The Skyline College Corporation Yard Project will construct a concrete pad of about 5,500 square feet enclosed by a chain link fence with gates to accommodate the College's trash compactor, dumpsters, and bins. The project includes modifications to adjacent landscaping, roadway, Parking Lot No. 4, and repaving a section of road westward from the new corporation yard.

In May 2008, the District contracted with Sandis Civil Engineers Surveyors Planners, a pre-qualified civil engineer familiar with the project, to complete the plans and specifications. On June 6 and 13, 2008, the District published a legal notice inviting pre-qualified general contractors to bid on this project. Eleven pre-qualified bidders attended the mandatory pre-bid conferences held on June 18 and 25, 2008. Bids were opened on Wednesday, July 23, at 2:00 p.m. Four firms submitted the following bids.

General Contractor	Bid
Q Builders, Inc.	\$548,986
John Plane Construction, Inc.	\$603,811
Beals Martin	\$635,788
Rodan Builders, Inc.	\$679,300

Following bid submission, staff conducted due diligence investigation of the bids. Q Builders, the apparent low bidder, was deemed the lowest responsible, responsive bidder. Q Builders is based in Palo Alto, California. Staff believes that Q Builders' bid, which is 3% below the engineer's cost estimate, reflects the current market of the work and that, based on the number of bids received, represents good value to the District.

This project will be funded out of Measure "A" general obligation bond funds.

RECOMMENDATION

The District recommends that the Board of Trustees award a contract to Q Builders, Inc., for the Skyline College Corporation Yard project in the amount of **\$548,986**.