

AGENDA
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
August 18, 2010, 6:00 p.m.
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 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.*
 - *Government Code §54957.5 states that public records relating 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 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 later inspection; members of the public should call 650-358-6753 to arrange a time for such inspection.*
-

6:00 p.m. ROLL CALL

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

10-8-1 [Minutes of the Meeting of July 28, 2010](#)

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

10-8-1C [Presentation of Above and Beyond to Ray Chow, District Controller](#)

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES

10-8-2C [Student Life and Leadership Development Program at College of San Mateo](#)

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

- 10-8-1A 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.

- 10-8-1CA Ratification of Fourth Quarter District Warrants, 2009-2010

Unfinished Business

- 10-8-100B Contract Award for Districtwide Interior and Exterior Unit Price Painting

Other Recommendations

- 10-8-101B Approval of 2012-2016 Five-Year Capital Construction Plan
- 10-8-102B Adoption of Resolution No. 10-12 Declaring an Exemption Under the California Environmental Quality Act for Projects at Cañada College, College of San Mateo and Skyline College
- 10-8-103B Adoption of Resolution No. 10-13 in Support of Proposition 21, the State Parks and Wildlife Conservation Trust Fund Act of 2010
- 10-8-104B Adoption of Resolution No. 10-14 in Support of Proposition 24, the Repeal Corporate Tax Loopholes Act
- 10-8-105B Adoption of Resolution No. 10-15 in Support of Proposition 25, the On-Time Budget Act of 2010
- 10-8-106B Adoption of Resolution No. 10-16 in Opposition to Proposition 26, the Supermajority Vote to Pass New Taxes and Fees Act
- 10-8-107B Authority to Execute an Agreement with SunGard Higher Education for a Degree Audit System
- 10-8-108B Approval of Community College League of California (CCLC) Membership Dues, 2010-11
- 10-8-109B Approval of District Response to the Grand Jury Report on “School Bond Citizens’ Oversight Committees”
- 10-8-110B Approval of Revision to District Conflict of Interest Code

STATEMENTS FROM BOARD MEMBERS

COMMUNICATIONS

RECESS TO CLOSED SESSION

1. Closed Session Personnel Items
 - A. **Employment:** **Cañada College** – Counselor, Counseling/Student Services; **Skyline College** – MESA Program Director, Science, Math & Technology; Child Care Services Coordinator, Business/Industry Relations
 - B. **Re-Employment:** **Cañada College** – Interim Director of Student Support & TRIO Program, Student Services
2. Conference with Labor Negotiator
Agency Negotiator: Harry Joel
Employee Organizations: AFT, AFSCME and CSEA
3. Conference with Legal Counsel - potential litigation pursuant to Government Code Subdivision (c) of Section 54956.9 - 1 Case

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
July 28, 2010, San Mateo, CA**

The meeting was called to order at 6:04 p.m.

Board Members Present: President Patricia Miljanich, Vice President-Clerk Dave Mandelkern, Trustees Richard Holober and Karen Schwarz, and Student Trustee Indar (Father Jay) Maharaj
Trustee Hausman was out of town and unable to attend the meeting.

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

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

President Miljanich said that in order to accommodate guests who will participate in the discussion, there is a request to place item 10-7-5C, Discussion of Time, Place and Manner, immediately after Presentations to the Board by Persons or Delegations. There were no objections.

MINUTES

It was moved by Vice President Mandelkern and seconded by Trustee Schwarz to approve the minutes of the meeting of July 14, 2010. The motion carried, all members present voting "Aye."

SPECIAL PRESENTATION – PRESENTATION OF PLAQUE TO OUTGOING DISTRICT ACADEMIC SENATE PRESIDENT PATTY DILKO

President Miljanich said that Professor Dilko was always prepared and thoughtful in her remarks, and that she always had the interests of students at heart. She added that Professor Dilko is a team player who is willing to engage in conversation and that the Board will miss her.

Trustee Holober said he enjoyed serving with Professor Dilko. He said she is articulate and makes sure the Board hears the faculty viewpoint on issues. He said she represents faculty in a way that is forceful, diplomatic and effective.

Trustee Schwarz said Professor Dilko's tenure has been impeccable. She appreciates the way Professor Dilko has effectively shared communications between the Board and the Academic Senate in a way that allowed the Board to better understand the needs and concerns of faculty. Trustee Schwarz said she looks forward to working with Professor Ray Hernandez, the incoming Academic Senate president.

Vice President Mandelkern agreed with his colleagues' remarks and said he also has observed how well Professor Dilko works with her colleagues on the campuses. He thanked Professor Dilko for clearly presenting and explaining information to the Board.

Student Trustee Maharaj said he respects Professor Dilko for her dedicated work in the field of education.

Professor Dilko introduced her partner, Ken Hall, and said he has been supportive of all of the work she has done in the District. Professor Dilko said she has heard many stories of Boards of Trustees who do not keep the interests of students, faculty and the community at heart. She said she is grateful to have worked with a functional Board that is thoughtful in their deliberations and open to hearing anything that is brought to them. She noted that the Board dealt with the struggles of the past year or two with integrity.

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

PRESENTATION OF ABOVE AND BEYOND AWARDS TO VICE CHANCELLOR JOSÉ NUÑEZ, PATTY DELLA BONA, SILVIA MARTINEZ, RICHARD INOKUCHI AND BRAD WITHAM (10-7-3C)

President Miljanich said Above and Beyond Awards are presented to faculty or staff who go beyond the duties of their jobs without being required to. Tonight's award is presented to staff who were instrumental in creating the Veterans

Resource Center at Skyline College. She presented certificates to Vice Chancellor Nuñez, Ms. Della Bona and Ms. Martinez. Chuck La Mere, IT Support Technician, accepted the award on behalf of Mr. Witham. Mr. Inokuchi's award will be delivered to him.

Vice Chancellor José Nuñez said former Skyline College Vice President of Student Services Lori Adrian was the impetus behind this project. He showed slides of the Center and said its successful creation was the result of teamwork by Patty Della Bona, Project Manager; Silvia Martinez, Admissions and Records Assistant and Certifying Official for Veterans Benefits; Richard Inokuchi, Facilities Manager; and Brad Witham, IT Support Manager, among others. Ms. Martinez said she takes pride in certifying veterans and thanked Vice Chancellor Nuñez for his leadership.

Ben Nievera, a Skyline student and veteran, said he served in the army for almost 20 years and was deployed overseas three times. He said it is not easy to transition to civilian life, but Ms. Martinez helps make the transition from soldier to student easy; he thanked her and other staff who helped with the creation of the Veterans Resource Center.

Jarom Vahai, also a Skyline student and veteran, said he was medically retired from the military. He said veterans returning home from deployment have some fear about how they will be received and how they will transition to civilian life. The help he received from Ms. Martinez, Vice Chancellor Nuñez and others has been a wonderful surprise. Mr. Vahai said there is a saying in the military that "we never leave anyone behind" and he found that this was also the mantra of the District. He said that up until now, he thought warriors only served in the military, but it seems that there are many warriors in the District who are fighting for what is right.

Trustee Schwarz said she is proud to be a part of this recognition and to have employees who make an effort to help. She noted that the first Above and Beyond Award was presented to Mario Mihelcic, the Certifying Official for Veterans Benefits at College of San Mateo. President Miljanich said it is fitting that tonight's awards are presented to people who help others who have gone above and beyond for their country.

DISCUSSION – TIME, PLACE AND MANNER (10-7-5C)

Chancellor Galatolo said this matter recently has been receiving attention Statewide. Knowing that the District soon will be looking at a policy through the shared governance process, he indicated that the Board would like to have an open dialogue among themselves and allow faculty and staff to better understand what the Board's expectations are as a policy is developed. Chancellor Galatolo introduced Attorney Larry Schoenke, a community college expert and a Constitutional expert in the area of time, place and manner. Mr. Schoenke provided the Board with copies of a memorandum on Free Speech on Community College Campuses, prepared by him and Gregory Dannis.

Mr. Schoenke said that over the last 30-40 years, there has been a great deal of litigation and controversy and an effort to find a middle ground regarding free expression of ideas in public places so that institutions can maintain the ability to complete their core mission of teaching, learning and research without disruption, while at the same time fostering freedom of speech. The legislature has given college governing boards the authority to manage and regulate their facilities so that the core mission can be accomplished. The courts have also recognized that colleges and universities must provide avenues of free expression. In 1981, the United States Supreme Court ruled that college governing boards are in charge of determining reasonable time, place and manner restrictions. He said there is no open forum unless the Board has designated it as such. Mr. Schoenke said the Board will hear many different viewpoints as a policy is developed and he urged the Board to consider the importance of maintaining a free, effective and safe place for learning.

President Miljanich asked if there were comments from the public on this issue; there were none.

Vice President Mandelkern said it is his understanding that a proposed policy is now going through the shared governance process and the Board is trying to provide input on what it believes might be acceptable and not acceptable in a policy. The Board's input will be communicated to the shared governance process and the Board will receive a policy to act on at some time in the future. Chancellor Galatolo clarified that a proposed policy will be introduced shortly to the shared governance process. He said it is important that the Board frame its general ideas and then allow the shared governance process to proceed. It is hoped that a policy will be brought to the Board which has refinement and input from all interested stakeholders. Professor Dilko said it was her understanding, as Co-Chair of the District Shared Governance Council, that the Council began discussion of time, place and manner and then AFT requested that it be taken off the agenda for consideration during negotiations. Consequently, the Council moved away from the topic

and has not discussed it at length. Vice President Mandelkern said there is a question as to whether this is a matter of policy or whether it is subject to negotiations between a bargaining unit and administration. Trustee Holoher said he believes the governing board is the policy maker, informed by the shared governance process; however, a bargaining unit has the right to negotiate over the effects of a policy on the working conditions of its members. Mr. Schoenke said he would recommend that the general policy go through the shared governance process and then be discussed with the bargaining units in regard to what the effects might be.

President Miljanich said that Board members are looking at balancing the two concerns of free speech and the mission of the District to educate students and provide a welcoming environment to everyone. She said it would not be possible to write into a policy every protocol that would be acceptable and not acceptable; therefore, it is important to have an understanding of the process rather than content. Vice President Mandelkern agreed that discussion should be held in a content neutral manner. He said that, while Board members all agree with freedom of speech, they may have differing opinions on how it applies and how it should be interpreted. He said it would be worthwhile for the Board to discuss their individual opinions to see if there is common ground to help define the limits and boundaries of the policy.

Trustee Holoher said the reason he asked for a discussion of time, place and manner was that he heard remarks that the draft policy represented the Board's viewpoint when, in fact, the Board had never seen the draft until it appeared in a board report and never had even a preliminary discussion of the draft.

Trustee Holoher said his bias is toward the First Amendment as the cornerstone of what Trustees do, noting that Trustees take an oath to protect and defend the Constitution of the United States. He added that Trustees, administration and employees are stewards of the colleges and not owners.

Trustee Holoher asked for clarification on the terms "Closed Forum," "Limited Open Forum," and "Open Forum." Mr. Schoenke provided the following clarification:

Traditional Open Forums are areas such as public parks and sidewalks that traditionally have been open to all members of the public to express any view or opinion. Mr. Schoenke said his view is that community colleges are not open forums.

Proprietary or Closed Forums are the areas of the colleges that may be closed because they are essential to carrying out the mission of the institution, and any open or even limited presence of non-authorized persons would impair or jeopardize the ability to perform its core functions. Mr. Schoenke said these areas would include classrooms during regularly scheduled classes, the campus library and support facilities that are closed for safety or security reasons, and other areas on campus that are used for teaching and learning.

Designated Open Forums are areas that have been designated as open to free expression, such as a student quad area.

Limited Open Forums are a subset of Designated Open Forums and are dedicated for a limited, specific purpose. An example is Board of Trustee meetings, which are open for public comment but have the specific purpose of conducting District business.

Mr. Schoenke said most litigation has concerned Designated Open Forums. He advised the Board to be as receptive to free expression as they can, but to always look at preserving the core mission first; for example, campus libraries are reserved primarily for teachers and students to conduct teaching and research and, therefore, these areas should be closed forums.

Trustee Holoher asked if the Board has discretion in defining areas as designated open forums or limited open forums. Mr. Schoenke said it does. Trustee Holoher asked if a classroom or auditorium which is vacant and rentable by a community group can be limited. Mr. Schoenke said it may be limited. The Civic Center Act gives the public the right to use facilities when they are not needed for educational or research purposes and, after the Board has designated an area as an open forum, it can adopt rules and regulations for that area.

President Miljanich asked if the Board must allow everyone access to facilities, even if it is for a purpose with which they disagree, such as group that denies the Holocaust. Mr. Schoenke said space would probably have to be provided. He said he has found over time that if there is a way to allow everyone's viewpoint to be expressed, there will be less

chance of violence. President Miljanich asked if people must be allowed to bring signs with graphic and violent representations. Mr. Schoenke said this could be denied only if the argument can be made that it is an incitement to violent action or would create the likelihood of disruption on campus.

Student Trustee Maharaj asked if a permit is required and who gives approval for the permit. Mr. Schoenke said there should be a policy in place determining when permits are needed. He said there is an issue of prior restraint with permits and they are generally related to things such as using roads and blocking traffic. Student Trustee Maharaj asked if there are waiver rights to protect the District from liability. Mr. Schoenke said conditioning civil liberties on requirements for waivers of liability is not permitted.

Vice President Mandelkern said he would strongly side with freedom of speech and the First Amendment. He does not agree with policies that are excessively limited, e.g. forcing demonstrators into a fenced area a mile away from a speaker or event. He also does not support excessive regulation or permitting processes. Vice President Mandelkern said it is interesting that it is permissible to distinguish between students, faculty and District employees vs. members of the general public, and he said this should be kept in mind as a policy is developed. He said it is clear that there are some areas that need to be off-limits for safety reasons. There are also certain facilities that are core to the academic mission, such as classrooms and libraries, that should be restricted to faculty, staff and students. Under the Civic Center Act, the Board can also designate certain facilities which will be made available to the public, such as theaters and athletic fields. The Board could then broadly define other areas, such as quads, pathways and open space areas, as long as they don't interfere with the operation of the institution's mission. Vice President Mandelkern said areas such as bulletin boards can be discussed further, i.e. whether they are open to only faculty, staff and students or whether the public also has a right to post things on them, and whether rights can be differentiated depending on the location of the bulletin board. In summary, Vice President Mandelkern said it is important from his viewpoint to have a policy that does not require permits, fees or advance permission to come to the campuses. He said that, as repulsive as some speech might be, the policy must be content neutral except for the limited cases in which there is incitement to violence, obscenity or defamation. President Miljanich clarified that she was not advocating limiting such speech, but raised the issue to foster communication about an issue that people are talking about.

President Miljanich said that she infrequently encounters situations in which she has to make decisions in this area. She said she finds comfort knowing that the issue will go through the shared governance process, during which people who deal with situations on a day-to-day basis can have input and can share their wisdom. She said that experience may show, for instance, that permits are needed for large groups in order to prevent disruption.

Trustee Schwarz said the policy could be stated rather simply, i.e., people will be allowed to use certain areas, with guidelines and some restrictions to preserve the facilities and ensure safety. She said that a policy cannot capture every situation so, in some respects, "less is more." Mr. Schoenke agreed, saying that he recommends starting with the core mission and identifying areas that are not available. He said permitting can be used but is fraught with difficulties and must be narrowly drawn.

Trustee Holober said he believes that having people express their views in non-violent ways, such as setting up tables and booths, makes the colleges experience more exciting for students. He said he would not want to regulate these activities as long as there is no threat of harm and he would not want to move people to areas in which they could not reach students. Trustee Schwarz said this message can be captured in the beginning of the policy, welcoming people to come onto campus but noting the guidelines and restrictions. She said it is important that people know ahead of time what the guidelines are. President Miljanich said it might be helpful to have a check-in for large groups as they come onto campus in order to alert those in charge of managing the campus and those in charge of security. Vice President Mandelkern asked if it is legally permissible to limit access based on the size of the group. Mr. Schoenke said it is allowed. Vice President Mandelkern said it is reasonable to place limits on things that are inherently disruptive, such as amplification devices.

Trustee Holober asked if activity on a political issue sponsored by a student group must be balanced or open to both sides, or if the District must invite a group from the other side if no student group comes forward. Mr. Schoenke said there is no requirement.

Trustee Holober asked if there are issues regarding faculty members or other employees putting political posters on the windows or doors of their offices that can be seen from the outside. Mr. Schoenke said these areas are not restricted, as

long as the expression does not violate State and federal laws against hate violence. Barbara Christensen, Director of Community/Government Relations, said that during last year's election, a faculty member put a political poster about a ballot measure in an office facing outwards which could be seen from the public corridor used by students and staff. The District received a complaint about the poster, asking that it be removed. No action ultimately was taken because it was election day and the next day it was no longer a "ballot measure." Ms. Christensen asked if the presence of the poster violated the law against advocating for or against a ballot measure or for or against a candidate on the ballot. Mr. Schoenke said that, generally, the prohibition in the Education Code relates to the use of District resources such as email. He believes that the presence of the poster probably did not violate the statute if the faculty member did not use District resources to copy or print the poster. Vice President Mandelkern asked if placing information in faculty mailboxes would be considered use of District resources. Mr. Schoenke said this would probably be allowed, but would depend in part on whether there traditionally have been restrictions on the use of mailboxes. Vice President Mandelkern asked if the District can restrict access to groups that openly practice discrimination. Mr. Schoenke said that free speech cannot be regulated based on content of the message; however, the District is not required to support such groups with public funds.

Chancellor Galatolo said he would like clarification on the varying viewpoints of the Board. He said that as the issue is re-introduced to the shared governing process, it is important that there be a firm understanding of any position the Board has taken. He said all Board members are clearly supportive of free speech. However, because it is important to have orderly practices and guidelines he is concerned about opposition to advance warning of a group coming onto campus. Vice President Mandelkern said his personal bias is to impose as little regulation as possible but, based on tonight's discussion, he agreed that there might be a need to impose restrictions based on the size and location of a group. He believes that clear ground rules can be set that ban obstructing access to facilities and incitement to violence. President Miljanich cited the case of a student who stood up during a Board meeting and potentially seemed to be encouraging other students to take inappropriate action. Vice President Mandelkern agreed that the incident was close to crossing to the line of incitement to violence and resulted in public safety presence at meetings. Trustee Holober said he does not believe that the people involved in incidents of that nature would be controlled through a permit requirement. He said he does not believe that a group that wants to reach students in a peaceful way, such as a group attempting to gather signatures, should be required to get a permit. Mr. Schaefer said the original procedure at College of San Mateo required people to call ahead of time if they were coming onto campus and this has caused problems. He said he now approaches people who come onto the campus and explains the procedure; as a result, there are no longer confrontations.

Chancellor Galatolo said the Board will be dealing with the issue at the policy level, but it would be helpful for them to understand the procedures relative to the policy. He said that throughout the shared governance process, there should be recognition that, as stated by Mr. Schoenke, there is no open forum unless the Board has designated it as such. Mr. Schoenke added that the Board may delegate the designation to the College presidents, subject to review by the Board.

President Miljanich said it is clear that there should be collaboration and input from those involved in these issues on the campuses.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Executive Reports were presented by Chancellor Galatolo, Skyline College President Morrow, College of San Mateo Vice President Hughes, Cañada College President Mohr and District Academic Senate President Dilko. Copies of the Presidents' Executive Reports were available for distribution at the meeting and are attached to the official minutes of record.

Chancellor Galatolo said Mr. Schaefer asked if he could make a presentation the Board. He gave each Board member a t-shirt commemorating the 2010 student leadership retreat.

Chancellor Galatolo said Mr. Nievera and Mr. Vahai are honorable heroes and he thanked staff who worked to create the Veterans Resource Center.

President Morrow said that Skyline's Honors Transfer Program includes an alliance with UCLA and its Transfer Alliance Program (TAP). Two former Skyline students who transferred to UCLA have been awarded TAP scholarships for the forthcoming year. Each of the students will receive a \$5,000 scholarship, renewable if they meet the defined criteria.

Vice President Hughes said the Associated Students retreat was held over the past weekend. It was coordinated by Aaron Schaefer and Margie Carrington, Interim Dean of Student Services at Cañada College, and was attended by students from both CSM and Cañada. Student Trustee Maharaj also was in attendance. Vice President Hughes, President Claire and President Mohr attended parts of the retreat. The theme was Change Through Leadership and focused on the social change model. Vice President Hughes said excellent teaching and learning took place. She said it is an opportunity for increased collaboration for students in the entire District and she hopes Skyline students will participate next year.

President Mohr introduced Robin Richards, Vice President of Student Services, who brings a great deal of experience, having served at the College of Siskiyous as Vice President of Student Services and the Yosemite Community College District as Director of Research and Planning. President Mohr said Cañada is in the process of hiring a Coordinator of Student Activities; in the meantime, Aaron Schaefer volunteered to step in and his leadership has been outstanding. President Mohr said the California Nurses Association rally at Cañada went smoothly and commended the coordination between Mike Celeste, Director of Public Safety, and Gary Hoss, Chief Public Safety Officer at Cañada. Chancellor Galatolo also recognized Vice Chancellor Nuñez and his staff for their role in coordinating the event.

Executive Vice Chancellor Keller said that he, Chancellor Galatolo and Chief Financial Officer Kathy Blackwood went to Sacramento this morning to meet with California Community Colleges Chancellor Jack Scott and Vice Chancellor Erik Skinner. They discussed issues concerning the District's parcel tax, property tax issues, passage of the State budget and the upcoming retirement of Walt Reno, a facilities specialist in the Chancellor's Office.

Professor Dilko said faculty are actively engaged in planning at the three Colleges. In addition, a group of District Academic Senate leaders is working on a plan for revision of evaluations and has been meeting over the summer. This week, faculty senate leaders have been meeting at the Colleges and will meet at the District tomorrow, under the leadership of incoming District Academic Senate President Ray Hernandez, to engage in conversation about the direction of the Colleges and District. Professors Dilko and Hernandez presented a perpetual plaque listing past Academic Senate presidents. President Dilko said that, with Chancellor Galatolo's permission, the plaque will be placed in the District Office lobby as a way to acknowledge the work done by faculty. Chancellor Galatolo said the plaque will be proudly displayed in the lobby. He added that the award presented to Professor Dilko tonight is a small token of appreciation for the work she has done as Academic Senate president. He said Professor Hernandez is ready and able to take the helm and the transition will be smooth.

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES: MATH JAM AT CAÑADA COLLEGE (10-7-4C)

Vice Chancellor Jing Luan said Math Jam is an innovative program at Cañada College. He introduced Janet Stringer, Dean of Science and Technology.

Dr. Stringer said Math Jam has four major goals:

- help students progress faster through Cañada's math sequence to enable them to transfer to a four-year university or complete an associate's degree earlier
- recruit as many students as possible into STEM majors
- increase students' awareness of the tools and skills they need to be successful college students
- develop a community of learners among program participants

Math Jam uses MyMath Test, an online system developed by Pearson Education for developing math placement tests and short math refresher programs. Individual study plans are customized based on results of a practice test. Math Jam utilizes four instructors along with approximately one tutor for every five students.

Three Math Jams have been held: summer 2009, January 2010 and June 2010. Participation has grown with each session and completion rates were high. Results indicate that:

- Math Jam is working to get students to progress faster through Cañada's math sequence
- Math Jam increases students' awareness of college success resources, tool and skills
- Math Jam graduates performed better than non-Math Jam students in subsequent math courses
- Early evidence suggests that Math Jam can improve retention and success
- Math Jam has not been able to recruit more students into STEM majors

In addition to progressing faster and consequently saving time, students who have advanced to the next level of math (generally five units) have saved \$14,720 in tuition and books. In addition, Math Jam students emphasize that the program had a significant impact on their comfort at Cañada and feel that they are supported by other students, tutors and faculty; this social support makes them more likely to continue at Cañada. The average persistence rates of first-time students who attended Math Jam in summer 2009 are significantly higher than those of first-time students who did not attend Math Jam.

Growth of Math Jam will be limited by the number of computers available for students; the current estimate is an upper limit of 225 students. The cost for Math Jam is approximately \$38,000 per week of instruction. The program is currently supported by grants and staff continues to pursue external funding sources for the program.

Vice President Mandelkern asked if there are plans for similar programs at College of San Mateo and Skyline College. Dr. Stringer said it is her understanding that a session was held at CSM in June of this year. Skyline Vice President of Instruction Regina Stanback Stroud said Skyline's October 2009 Basic Skills Plan includes plans to present a similar program using the Pearson MyMath Test.

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 (10-7-4A)

It was moved by Vice President Mandelkern and seconded by Trustee Holoher to approve the actions in Board Report No. 10-7-4A. The motion carried, all members present voting "Aye."

APPROVAL OF CONSENT AGENDA

President Miljanich said the Consent Agenda consists of Board Reports 10-7-1CA through 10-7-6CA:

10-7-1CA	Acceptance of Gifts by the District
10-7-2CA	Approval of Service Agreement with Goodman Marketing Partners for Membership Services, 2010-2011 – KCSM
10-7-3CA	Renewal of Contract with Thomas F. Casey for Legal Services
10-7-4CA	Disposition of District Records
10-7-5CA	Approval of Budgetary Transfers for the Period Ending May 31, 2010 and Adoption of Resolution No. 10-10 Authorizing Budget Transfers for 2009-10
10-7-6CA	Approval of Updated Cooperative Work Experience Education Local Program Plan for Title 5 Permissive Changes

It was moved by Vice President Mandelkern and seconded by Trustee Holoher to approve the consent agenda. The motion carried, all members present voting "Aye."

Other Recommendations

ADOPTION OF RESOLUTION NO. 10-11 ESTABLISHING PARCEL TAX RATE AND AUTHORIZATION FOR COLLECTION (10-7-100B)

It was moved by Vice President Mandelkern and seconded by Trustee Holoher to adopt Resolution 10-11. The motion carried, all members present voting "Aye."

APPROVAL OF TRANSFER OF FUNDS INTO POST-RETIREMENT TRUST (10-7-101B)

It was moved by Trustee Schwarz and seconded by Trustee Holoher to approve the transfer of funds as detailed in the report. Vice President Mandelkern noted that a draft investment policy was created and asked if the Board will be asked to review and approve the policy or if the Retirement Board of Authority has its own approval process. CFO Blackwood said the Retirement Board of Authority has its own approval process. She said the investment policy closely mirrors the District's policy, with the exception that it is not limited by government code. CFO Blackwood said

that for fiduciary liability purposes, the investment advisor is not told what to invest in; rather, he is given direction as to what return is desired. After this discussion, the motion carried, all members present voting “Aye.”

APPROVAL TO EXECUTE AN AGREEMENT WITH A THIRD PARTY SUPPLIER FOR PURCHASE OF NATURAL GAS – DISTRICTWIDE (10-7-102B)

It was moved by Trustee Holober and seconded by Vice President Mandelkern to approve the agreement as detailed in the report. The motion carried, all members present voting “Aye.”

APPROVAL OF REVISION TO DISTRICT RULES AND REGULATIONS, POLICY 8.14, BOND OVERSIGHT COMMITTEE AND ACCOUNTABILITY MEASURES (10-7-103B)

President Miljanich said that Board members had in front of them copies of the proposed revised policy, with the addition of the following language in item number 4: “The District shall not remove any member of the Committee, except for cause, i.e., illegal activity or violation of District or State regulations.” This addition is a result of a recommendation by the Civil Grand Jury and was noted after the board packet was distributed. It was moved by Trustee Holober and seconded by Trustee Schwarz to approve the revised policy, as amended. The motion carried, all members present voting “Aye.”

CONTRACT AWARD FOR DISTRICTWIDE INTERIOR AND EXTERIOR UNIT PRICE PAINTING (10-7-104B)

It was moved by Trustee Holober and seconded by Vice President Mandelkern to approve the contract award as detailed in the report. Trustee Schwarz said it is refreshing to see the long list of painting contractors who submitted bids. She said she was glad to see A & B Painting, Inc., a union contractor, on the list and noted that its bid was quite close to the lowest responsive bidder, with only a \$28,000 difference. She asked her Board colleagues if they would be willing to consider awarding the bid to A & B Painting, Inc. Rick Bennett, Executive Director, Construction Planning Department, said the District is obligated to select the lowest responsive bid because this is a public bid.

Trustee Holober noted that funding would come from various sources and asked if it could be subject to a Project Labor Agreement (PLA). Mr. Bennett said he believes this would fall outside of a PLA. He noted that with unit pricing, there is not a specific project, but rather the contractor is used on an as-needed basis. Trustee Holober said he would like further study on whether it could be subject to a PLA.

Trustee Holober asked if it is permissible to reject all bids without providing a rationale. Chancellor Galatolo and Mr. Bennett confirmed that this would be allowed, but questioned whether a new request for bids would yield different results. President Miljanich said she shares Trustee Schwarz’ desire to get to the milestone of being able to hire a union contractor; however, setting a precedent by rejecting all bids and then reopening the bidding process concerns her.

Vice President Mandelkern asked if all of the bidders provide health insurance and retirement benefits to their employees. Mr. Bennett said they do. Vice President Mandelkern asked if the District specifies a particular paint to be used. Mr. Bennett said the District does specify the brand, based on District standards and practicality.

Trustee Holober said he is inclined to vote to not accept the recommendation and to reopen the bidding process. Vice President Mandelkern said he also would like to consider the union contractor because the bid is very close, but he is concerned that reopening the bidding could yield fewer and/or not as good responses. He said he is not sure there is a reasonable basis to say this should be subject to a PLA since it is not based on a specific project.

Chancellor Galatolo said he would caution the Board to seek guidance from legal counsel and would recommend that, at a minimum, the Board defer consideration of the recommendation rather than rejecting it. President Miljanich suggested that the recommendation be tabled until the August 18 meeting; in the interim, staff will research options regarding a PLA and public bidding contracts.

Trustee Holober withdrew his motion to approve the recommendation. Vice President Mandelkern moved and Trustee Schwarz seconded to table approval of a contract award for Districtwide interior and exterior unit price painting to the August 18 meeting. The motion carried, all members present voting “Aye.”

APPROVAL OF AGREEMENT FOR COMPENSATION WITH THE SOUTH BAY REGIONAL PUBLIC SAFETY TRAINING CONSORTIUM FOR THE 2009-2010 AND 2010-2011 PEACE OFFICERS TRAINING ACADEMY – COLLEGE OF SAN MATEO (10-7-105B)

It was moved by Trustee Schwarz and seconded by Vice President Mandelkern to approve the agreement as detailed in the report. The motion carried, all members present voting “Aye.”

INFORMATION REPORTS (continued)

UTILIZATION OF MEASURE G FUNDS (10-7-6C)

Chancellor Galatolo said this will be a standing agenda item, based on the Board’s desire to have a forum whereby it can hear requests for emergency monies for certain programs or needs. There have been no requests to date. Chancellor Galatolo anticipates that requests will be submitted in the fall; he noted that there are 12,400 students on waitlists and the number will increase before start of the new term. He said there is agreement to be cautious in approving expenditures in light of constituencies not being here during the summer to discuss these matters.

Trustee Schwarz asked Presidents Morrow and Mohr to comment on reductions in summer school at Skyline and Cañada. President Morrow said Skyline’s summer program was reduced by approximately 20 percent and fall sections are reduced by 11.2%. President Mohr said Cañada’s summer program was reduced by approximately 25 percent. He recalled that when reductions were presented to the Board some months ago, Cañada had reduced the budget for adjunct faculty by 40 percent and for full-time faculty by 20 percent.

Vice President Mandelkern asked if there is any further thought about ways to borrow money or get an advance against Measure G money without increasing the risk of exposure unnecessarily, as discussed at the last Board meeting. Chancellor Galatolo said the District has reserves that can be tapped into until it receives property tax monies. He said the main concern is expending Measure G funds without having received the money, having a claim against the money, and either waiting a long time to get the money or never getting it at all. Executive Vice Chancellor Keller said the District can deal with the cash flow problem without issuing another Tax and Revenue Anticipation Note. He said the issue with Measure G funds is committing to expenditures with money that might never be received.

Vice President Mandelkern said he received the Community Education brochure and, based on earlier discussions, was surprised that more classes had not been transferred to Community Education. Chancellor Galatolo said some classes have been transferred. For example, Coastsides classes have been almost fully transitioned. Executive Vice Chancellor Keller said the District entered into a short-term extension of the Coastsides lease while waiting to see if there are challenges to Measure G. Susan Estes, Vice President of Instruction at College of San Mateo, said that while most Coastsides classes have been transferred to Community Education, two or three sections have been identified that would be offered as general education transfer courses this fall based on the availability of Measure G funding; however, it was important to make sure a lease was signed before advertising the classes.

Vice President Mandelkern asked if there has been progress in discussions with the Cabrillo Unified School District about using their facilities for classes. Vice President Estes said she has had discussions with Cabrillo District leadership and the high school principal and they are reluctant to commit sharing their facilities at this time and deciding what kind of courses would be best for them. She said she will continue the discussions. Executive Vice Chancellor Keller said staff intends to pursue other opportunities as well, such as use of the Half Moon Bay Library. Vice President Mandelkern said that he and Trustee Schwarz attended the initial meeting with members of the Cabrillo District Board and would be willing to help get things moving again.

President Mohr said that an agreement is being finalized to move the Redwood Symphony Orchestra program to Community Education. Cañada College Vice President of Instruction Sarah Perkins said the Symphony’s transition, along with that of Peninsula Cantare, will happen in January.

Chancellor Galatolo said that Jan Roecks, under Executive Vice Chancellor Keller’s leadership, is vigorously pursuing all Community Education opportunities. He said Community Education is a viable outlet for many classes, including Physical Education. He said a foundation is being built that will provide a mechanism for shifting classes and it will pay off in due time.

DISCUSSION OF STATE PROPOSITIONS FOR THE NOVEMBER 2010 BALLOT (10-7-7C)

Vice President Mandelkern said he believes the Board should support propositions which would have a positive effect on the State general fund and, therefore, on Proposition 98 funding.

President Miljanich suggested that the Board begin by discussing Proposition 25, which she said would have a direct impact on the District. Trustee Holober said that Proposition 25 is indirectly tied to Proposition 24. Proposition 25 does not change the legislative vote requirement for taxes; as a result, even if a budget can be passed with a simple majority vote, the legislature's hands are still tied if more revenue cannot be raised. Trustee Holober said that under current rules, non-budget related items that cannot win in the legislature are often held as "ransom demands" to secure the last two or three votes to reach the two-thirds vote threshold needed to pass a budget. Last year, corporate tax breaks were the "ransom demands." Proposition 24 would repeal the legislation which granted these tax breaks and would result in an increase in the General Fund of an estimated \$1.7 billion to \$2 billion. Proposition 25, by changing the legislative vote requirement to pass a budget, will not produce new money but will help prevent attacks on money that already exists. Vice President Mandelkern said he believes the Board should support Propositions 24 and 25. He believes the Board should also support Proposition 21 because it would create a new source of funding for parks outside of the general fund. An estimated \$150 million to \$160 million currently used for parks from the general fund would go back into the general fund.

Trustee Holober said more information is needed about Proposition 22 and why the California Teachers Association is opposing it. He suggested that the Board take no action on this proposition.

Vice President Mandelkern said he believes the Board should oppose Proposition 26 because it would eliminate anticipated revenues from the general fund. Trustee Holober said a policy issue is also involved as the proposition would reclassify mitigation fees as taxes and thus require approval by two-thirds of the legislature. Under current law, a simple majority approval is required to impose mitigation fees specific to business activities, such as fees on paint manufacturers to test children for exposure to lead paint. Trustee Holober said that some of the business activities on which mitigation fees are imposed impact children and, therefore, impact people that the District serves or will serve in the future.

President Miljanich suggested that at its August 18 meeting, the Board consider adopting resolutions in favor of Propositions 21, 24 and 25 and in opposition to Proposition 26. The Board agreed and staff will prepare the resolutions.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Maharaj said he is looking forward to attending the Student Trustees Workshop in August and learning more about his role. He attended the Student Leadership Retreat and thanked Mr. Schaefer, Dean Carrington, President Claire and Vice President Hughes for their help. He will arrange for the student reports at Board meetings and help solicit a student member for the Bond Oversight Committee.

Vice President Mandelkern thanked Professor Dilko once again for her service and welcomed Professor Hernandez.

Trustee Schwarz attended the Budget Challenge at College of San Mateo, an exchange of ideas with Assemblymember Jerry Hill about how District employees would reduce California's budget deficit. She also attended the Foundation meeting and reported that the annual campaign surpassed its goal and work is already starting on next year's campaign. She also reported that there has been an increase in student donations through the Tuition Assistance Program.

Trustee Holober said the Board received correspondence from a Half Moon Bay resident regarding continuation of a class. The writer stated, "I have heard that CSM feels no need to serve the needs of continuing ed students in tough economic times." Trustee Holober said it is important that the Board respond to such correspondence with a statement of the Board's core values. Trustee Schwarz said that last year, as Board president, she included the core values statement in her responses. Chancellor Galatolo said staff will provide a response for President Miljanich's review.

Trustee Holober said he read a newspaper article about other Districts which specified certain vendors, in this case for roofing materials, that were twice the price of their competitors. He said he would like a report in the future about the District's practices in choosing vendors. Chancellor Galatolo said a report will be provided.

Trustee Holober suggested that the Board award Resolutions of Honor to Jon Miller, who was recently inducted into the Baseball Hall of Fame, and John Madden, who was very helpful to the District during the Measure G campaign. All Board members agreed. Staff will provide the resolutions and help determine times for the presentations.

COMMUNICATIONS

None

RECESS TO CLOSED SESSION

President Miljanich said that during Closed Session, the Board will consider the personnel items listed as 1A and 1B on the printed agenda. The Board will also hold a conference with agency labor negotiator Harry Joel; the employee organizations are AFT, AFSCME and CSEA.

The Board recessed to Closed Session at 9:44 p.m.

The Board reconvened to Open Session at 11:18 p.m.

CLOSED SESSION ACTIONS TAKEN

President Miljanich reported that at the Closed Session just concluded, the Board voted 4-0 to approve the items listed as 1A and 1B on the printed agenda.

ADJOURNMENT

It was moved by Trustee Holober and seconded by Trustee Schwarz to adjourn the meeting. The motion carried, all members present voting "Aye." The meeting was adjourned at 11:20 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the August 18, 2010 meeting.

Dave Mandelkern, Vice President-Clerk

BOARD REPORT NO. 10-8-1C

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Kathy Blackwood, Chief Financial Officer, 358-6869

**PRESENTATION OF ABOVE AND BEYOND AWARD TO RAY CHOW,
DISTRICT CONTROLLER**

When faced with the difficulties of cutting our budgets, Ray Chow knew that he would have to cut the student employees in General Accounting. Yet he also knew that we needed the work performed by those students. Since Ray is widely known as an excellent mentor, a student approached him requesting the ability to volunteer in General Accounting. Ray decided to figure out a way to make student volunteering a win-win situation for both students and the District. Here is what Bruce Maule, CPA, Professor of Accounting and Chair of the College of San Mateo Accounting Department, had to say about the program Ray developed:

In September, 2009, Ray Chow asked to meet with me to discuss his ideas for an internship program in the district accounting office. Ray proposed a comprehensive program that would serve the district and provide students with valuable job skills. I was very impressed with Ray's vision. His detailed plans included implementing internal control procedures in a wide variety of areas in the district. The internal controls procedures will increase transparency, reduce risk, safeguard assets and improve efficiency. His proposal will also provide interns with valuable cross-training in a variety of accounting functions. The hands-on work experience will give the interns the skills they need to get a job in a competitive job environment. Ray's visionary proposal will improve the accounting practices of the district and serve our students. He developed this plan using his own initiative and his own resources. I have the greatest admiration for the internship program Ray has developed.

But Ray wasn't done. To make this program feasible for the students, he needed to help them financially so that they could afford to volunteer. Ray approached two of the banks that the District invests with, First National Bank and East-West Bank. He presented a written program to each of them that would allow the banks to establish scholarships for these interns. He succeeded in obtaining \$2000 scholarships from East-West Bank and is still awaiting a response from First National. Due to Ray's vision, at the end of this academic year, four students will each have a \$500 scholarship, a certificate of completion of the internship program that details the work done and knowledge obtained, a letter of recommendation from the Chief Financial Officer and a connection with a possible employer in the banks that granted the scholarship.

Steve Pang, Accountant in the General Accounting Office, had this to say about the department under Ray's leadership:

At GA, we match our operating philosophy with that of the District to serve our students the best we can. Under this clear direction and with the great leadership and support from the top down, we have been

able to develop our goals to run our department professionally. Our team spirit is high at all times, our teammates are all ready to take on new challenges and are to able provide prompt and quality services to our customers whenever called upon. In GA, we are trained to work smart, which includes wise use of our time and limited economic resources. Cross training, extensive use of technologies and assigning the right personnel to the right task have turned us into an efficient, effective and highly adaptive team. We rethink our business strategies as the business environment changes. We move our quality standards upwards – that way we can make sure that we are constantly in the continuous improvement mode.

BUT nothing above is possible without the support from our leaders. Sincerely, we would not be what we are today without the professional leadership, experience and diverse skills of this great boss, Ray.

Special recognition goes to Ray Chow for his work serving students which goes above and beyond his duties.

San Mateo County Community College District

August 18, 2010

BOARD REPORT NO. 10-8-2C

**BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND
SUPPORT SERVICES: STUDENT LIFE AND LEADERSHIP DEVELOPMENT PROGRAM
AT COLLEGE OF SAN MATEO**

There is no printed report for this agenda item.

BOARD REPORT 10-8-1A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

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**Skyline College**

Nohel Corral Interim Director of Learning Center & TRIO Language Arts/Learning Resources

Reassigned into this temporary academic manager position, effective August 2, 2010, from a full-time faculty position, replacing Romeo Garcia who resigned.

B. 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:

<i>Location</i>	<i>Division/Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
Cañada	Business, Workforce & Athletics	3 This is a correction to the 7/28/10 Board Report. Total positions is 3.	8/1/2010	6/30/2011	Fashion Design Program Assistant: Make minor repairs to sewing machines, provide department tours, design program websites, create brochures and flyers to advertise classes and events, speak at career days, plan for events, and manage supplies and equipment for the Fashion Design Program. Hours and days are sporadic as needed.
Cañada	Humanities/TRIO Student Support Services	2	9/1/2010	6/30/2011	Instructional Aide II: Design and offer instructional support services for development and lower level college English and math students. Offer instructional sessions, tutoring, and individualized academic coaching.

Skyline	Business	1	8/19/1010	6/30/2011	Program Services Coordinator: Serve as liaison between ECE student program participants and various instructional and student services departments; interpret language on student forms and printed information; research and compile statistical, narrative, financial, demographic and other data for regular and special reports to track program participation, recruitment effectiveness, student follow-up, retention and transfer rates, program evaluation criteria, career resources and job availability.
Skyline	Financial Aid	1	8/19/2010	12/23/2010	Office Assistant II: Provide coverage at the front counter.
Skyline	Counseling	3	8/19/2010	12/23/2010	Office Assistant II: Provide comprehensive availability of staff at the front line of the information center in the One Stop area.
Skyline	Counseling/DSPS	1	8/19/2010	12/23/2010	Office Assistant II: Provide evening test proctoring services.
Skyline	Counseling/DSPS	1	8/19/2010	12/23/2010	Instructional Aide II: Assist the instructor in the DSPS classes.

San Mateo County Community College District

August 18, 2010

BOARD REPORT NO. 10-8-1CA

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, 2009-2010

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 2010 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, 2010 through June 30, 2010 and ratify the contracts entered into leading to such payments.

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
 APRIL 1-30, 2010
 WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
012923	04/01/10	Atlas/Pellizzari Electric Inc.	59,889.00	Skyline Electrical Services
012926	04/01/10	GRD Energy Inc.	18,767.00	Skyline and CSM Commissioning Services
012929	04/01/10	NetVersant Solution II LP	26,059.34	Districtwide Monitoring Services
012930	04/01/10	SMC College Ed. Housing Corp.	46,415.00	College Vista Monthly Rent
012931	04/01/10	SMCCCD Bookstore	10,216.95	Districtwide Loan to Own Payments
012934	04/01/10	VALIC Retirement Services Company	222,551.59	Tax Shelter Annuities
012971	04/15/10	Casey Printing, Inc.	25,824.25	Skyline Class Schedule Printing Services
012976	04/15/10	DRB Management Services Corporation	21,732.50	Districtwide Project Management Services
012977	04/15/10	Education Housing Partners, LLC.	16,500.00	Cañada Housing Project Consulting Services
012983	04/15/10	Prestige Graphics, Inc.	11,760.00	Districtwide Mailing Services
012986	04/15/10	Siemens Industry, Inc.	31,639.16	Cañada Project and Districtwide Fire Alarm Monitoring Svcs
012987	04/15/10	SM County Community College District	26,722.63	Flex Spending Account Reimbursement
012990	04/15/10	SMCCCD Bookstore	10,238.14	Cañada Special Projects Books Purchase
012992	04/15/10	Sutro Tower Inc.	16,815.00	KCSM Transmitter Leasing Fee
012994	04/15/10	Urtext	21,875.00	Districtwide CPD Consulting Services
013023	04/22/10	CIS, Inc	41,720.00	Districtwide DSA Inspection Services
013025	04/22/10	DRB Management Services Corporation	23,160.00	Districtwide Project Management Services
013030	04/22/10	Noll & Tam	10,546.50	Cañada Architectural Services
013072	04/29/10	Associated Std-CSM	35,000.00	Fund transfer from Union to Wells
013073	04/29/10	Associated Std-Skyline	15,000.00	Fund transfer from Union to Wells
013074	04/29/10	Casey Printing, Inc.	25,298.50	Cañada Class Schedule Printing Services
013075	04/29/10	CIS, Inc	69,925.00	Districtwide DSA Inspection Services
013078	04/29/10	Constellation NewEnergy Inc.	102,175.42	Utilities
013081	04/29/10	DRB Management Services Corporation	21,762.50	Districtwide DSA Inspection Services
013082	04/29/10	GRD Energy Inc.	12,700.00	CSM Commissioning Services
013083	04/29/10	Keenan & Associates	12,835.00	Cañada Vista Insurance Premium
013085	04/29/10	Krueger International	27,851.58	Skyline Furniture and Equipment Purchase
013086	04/29/10	McCarthy Building Companies	131,355.00	Cañada Construction Project
013089	04/29/10	NetVersant Solution II LP	13,333.33	Districtwide Monitoring Services
013093	04/29/10	SMC College Ed. Housing Corp.	46,415.00	College Vista Monthly Rent
013095	04/29/10	SMCCCD Bookstore	13,701.57	Cañada Special Projects Books Purchase
013096	04/29/10	Sutro Tower Inc.	16,815.00	KCSM Transmitter Leasing Fee
013097	04/29/10	Xerox Corporation	13,143.47	New copier purchase and moving services
428592	04/01/10	Cypress Mandela Training Center, Inc.	10,000.00	Skyline BayCEC contractor training services
428593	04/01/10	Dell Computers	75,427.40	Districtwide Computer Purchase
428601	04/01/10	Iron Grip Barbell Company, Inc.	27,997.69	CSM Custom Equipment Purchase

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
APRIL 1-30, 2010
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
428606	04/01/10	MediFit Corporate Services, Inc.	24,159.02	Consulting & Program Management Fees
428610	04/01/10	Netxperts, Inc.	24,776.74	IT Equipment Purchase
428616	04/01/10	Pugh, John W.	18,000.00	Skyline Mural Contract
428618	04/01/10	Schindler Elevator Corporation	12,793.89	Districtwide Elevators Maintenance Services
428636	04/01/10	CalPERS	455,484.35	Cal PERS Contribution Advance
428644	04/01/10	Public Empl Ret Sys	1,111,084.63	Health Insurance Monthly Premium
428645	04/01/10	S.M.C.S.I.G.	18,816.57	Vision Premium Payment
428646	04/01/10	S.M.C.S.I.G.	144,929.08	Dental Premium Payment
428659	04/07/10	Strategic Energy Innovations	34,583.09	Skyline BayCEC Program Development Services
428666	04/12/10	Brayer Construction Design	15,641.65	CSM Small Projects
428671	04/12/10	Creative Media Solutions, Inc.	19,743.29	CSM Fitness Center Equipment Purchase
428673	04/12/10	Hartford Life & Accident Insurance Co.	32,193.10	Life Insurance Premium
428676	04/12/10	Landscape Forms	55,270.67	Skyline Site Improvement Project
428681	04/12/10	Pac Gas & Elec Co	10,120.62	Utilities
428715	04/12/10	Wells Fargo Bank	241,964.97	District Procurement Card Payment
428727	04/15/10	Brayer Construction Design	17,125.14	CSM Small Projects
428733	04/15/10	Swinerton Management & Consulting	15,960.21	Program Management Services
428740	04/15/10	E & C Equipment	16,056.00	CSM Small Projects
428741	04/15/10	Education Housing Partners, LLC.	456,963.00	Cañada Housing Project Consulting Services
428747	04/15/10	John Plane Construction	10,659.00	Cañada FMC Construction Project
428748	04/15/10	John Plane Construction	59,818.70	Skyline FMC Construction Project
428767	04/15/10	Parsons Commercial Technology Group Inc.	26,520.00	Districtwide CIP Professional Services
428784	04/15/10	Swinerton Management & Consulting	303,244.26	Program Management Services
428790	04/15/10	Vangent, Inc.	26,170.95	Districtwide Student 1098 Form Reporting Services
428794	04/15/10	Western Allied Mechanical Inc.	13,330.00	CSM Mechanical Project
428803	04/15/10	Swinerton Management & Consulting	18,239.36	Program Management Services
428809	04/15/10	Employment Development Department	65,554.46	Quarterly Unemployment Payment
428836	04/15/10	Swinerton Management & Consulting	346,547.64	Program Management Services
428845	04/19/10	Advance Soil Technology Inc.	10,532.50	Skyline Soil Testing Services
428851	04/19/10	Bay View Painting Company	41,821.00	Cañada Exterior Painting Services
428855	04/19/10	Dell Computers	16,091.50	Districtwide Computer Purchase
428873	04/19/10	Siemens Enterprise Communications, Inc.	17,092.79	District Equipment Purchase and Installation
428875	04/19/10	Strata Information Group	50,504.00	ITS Consulting Services
428886	04/20/10	Advance Soil Technology Inc.	10,532.50	Skyline Soil Testing Services
428888	04/20/10	Bay View Painting Company	41,821.00	Cañada Exterior Painting Services
428920	04/22/10	Dell Computers	49,905.63	Districtwide Computer Purchase
428923	04/22/10	Hensel Phelps Construction Co.	284,780.20	Skyline Construction Project
428927	04/22/10	Hensel Phelps Construction Co.	2,563,021.80	Skyline Construction Project

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
APRIL 1-30, 2010
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
428939	04/22/10	Pac Gas & Elec Co	25,374.68	Utilities
428945	04/22/10	Siemens Enterprise Communications, Inc.	17,092.79	District Equipment Purchase and Installation
428947	04/22/10	Strata Information Group	50,504.00	ITS Consulting Services
428951	04/22/10	McCarthy Building Companies	224,769.00	CSM Construction Project
428956	04/22/10	Carrubba, Francesco	12,225.00	Coastside Lease Payment
428961	04/22/10	McCarthy Building Companies	2,022,921.00	CSM Construction Project
428970	04/22/10	State Board of Equalization	13,719.00	Quarterly Use & Sales Tax Payment
428981	04/26/10	Commercial Energy of Montana, Inc.	34,681.54	Utilities
428998	04/26/10	Pac Gas & Elec Co	23,592.68	Utilities
429000	04/26/10	Pac Gas & Elec Co	10,391.99	Utilities
429004	04/26/10	Poethig, Johanna C.	10,000.00	Skyline Tapestry Fabrication and Installation
429007	04/26/10	Salas O'Brien Engineers, Inc.	11,865.00	Districtwide Engineering Services
429053	04/29/10	Comm College League/Calif	21,281.85	CSM & Cañada Database Subscription
429076	04/29/10	Pac Gas & Elec Co	14,137.57	Utilities
429077	04/29/10	Pac Gas & Elec Co	11,368.39	Utilities
429078	04/29/10	Pac Gas & Elec Co	14,784.71	Utilities
429080	04/29/10	Pankow Special Projects, L.P.	217,299.60	CSM Construction Project
429093	04/29/10	West Coast Arborists, Inc.	40,000.00	Cañada Tree Trimming Services
429099	04/29/10	American Federation of Teachers	50,176.93	Union Dues
429103	04/29/10	C S E A	11,910.87	Union Dues
429129	04/29/10	Hartford Retirement Plans Service Center	39,595.18	Tax Shelter Annuities
429142	04/29/10	Pankow Special Projects, L.P.	24,144.40	CSM Construction Project
<u>District Payroll Disbursement(excluding Salary Warrants)</u>				
98987	04/01/10	US Treasury - Union Bank	1,409,525.53	Federal Tax
99060	04/01/10	US Treasury - Union Bank	299,778.24	State Tax
72863	04/21/10	US Treasury - Union Bank	50,343.13	Federal Tax
J1004764	04/06/10	State Teacher Retirement - Cash Balance	60,645.62	STRS Retirement Cash Balance
JE280978	04/30/10	State Teacher Retirement - County Paid	567,144.19	STRS Retirement Defined Benefit

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
 APRIL 1-30, 2010
 WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
		<u>SMCCCD Bookstores</u>		
106594	04/08/10	Pearson Education Inc.	58,902.91	Purchase of Inventory
106662	04/29/10	SMCC College District	137,268.53	Salary and Benefits March 2010
EFT82990	04/30/10	Board of Equalization	37,830.00	Sales Tax March 2010
		Subtotal	<u>13,518,296.16</u>	93%
		Warrants Issued ≤ \$10,000	<u>963,528.33</u>	7%
		Total Non-Salary Warrants Issued	<u><u>14,481,824.49</u></u>	100%
District Accounts Payable		428581-429150, 911126-911303, DD12920-DD13102	11,750,578.50	
District Payroll		60209-61020,DD50000000-DD50001418	7,655,664.53	
SMCCCD Bookstores		106559-106668 and EFT#82990	<u>332,668.39</u>	
		Total Warrants Including Salaries - April 2010	<u><u>19,738,911.42</u></u>	

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
MAY 1-31, 2010
WARRANT SCHEDULE GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
013140	05/06/10	Casey Printing, Inc.	37,912.38	CSM Class Schedule Printing Services
013143	05/06/10	Intermountain Electric Company	29,320.00	CSM Electrical Project
013146	05/06/10	Schneider Electric Buildings Americas, Inc.	17,818.66	Districtwide Building Management System Maintenance
013147	05/06/10	SM County Community College District	50,823.68	Flex Spending Account Reimbursement
013148	05/06/10	VALIC Retirement Services Company	221,700.59	Tax Shelter Annuities
013188	05/13/10	TRC Engineers, Inc.	45,628.74	Skyline Engineering Services
013206	05/20/10	Associated Std -Canada	39,891.69	Fund transfer from Union to Wells
013207	05/20/10	CIS, Inc	45,175.00	Districtwide DSA Inspection Services
013212	05/20/10	Dovetail Decision Consultants, Inc.	30,829.89	Districtwide Site Furniture Design Standard Consulting Services
013215	05/20/10	Intermountain Electric Company	16,651.00	Cañada Electrical Project
013217	05/20/10	Noll & Tam	10,546.50	Cañada Architectural Services
013219	05/20/10	Shannon - Leigh Associates	11,088.00	CSM & Skyline Design Services
013223	05/20/10	SMCCCD Bookstore	48,317.27	Cañada Special Projects Books & Software Purchase
013224	05/20/10	Urtext	14,937.50	Districtwide CPD Consulting Services
013267	05/27/10	Associated Std-CSM	50,000.00	Fund transfer from Union to ASB
013271	05/27/10	DRB Management Services Corporation	25,225.00	Districtwide Project Management Services
013274	05/27/10	NetVersant Solution II LP	13,333.33	Districtwide Monitoring Services
013275	05/27/10	Performance Abatement Services, Inc.	41,810.00	Cañada & CSM Hazardous Materials Abatement Services
013279	05/27/10	Sutro Tower Inc.	16,815.00	KCSM Transmitter Leasing Fee
429158	05/03/10	County of Alameda	37,670.98	Skyline BayCEC contractor services
429166	05/03/10	MediFit Corporate Services, Inc.	57,274.00	CSM Fitness Center Payroll, Marketing & Direct Costs
429173	05/03/10	S.M.C.S.I.G.	145,001.59	Dental Premium Payment
429174	05/03/10	S.M.C.S.I.G.	18,746.33	Vision Premium Payment
429179	05/03/10	CalPERS	452,052.28	Cal PERS Contribution Advance
429180	05/03/10	Carrubba, Francesco	12,225.00	Coastside Lease Payment
429185	05/03/10	Public Empl Ret Sys	1,104,154.16	Health Insurance Monthly Premium
429196	05/06/10	Education Housing Partners, LLC.	933,128.00	Cañada Housing Project Consulting Services
429200	05/06/10	John Plane Construction	147,457.67	Cañada FMC Construction Project
429201	05/06/10	Kleinfelder	45,191.80	Skyline Materials Testing and Inspection Services
429211	05/06/10	Pac Gas & Elec Co	10,311.69	Utilities
429213	05/06/10	Pape Material Handling Inc.	26,998.62	Skyline FMC Equipment Purchase
429224	05/06/10	Studica, Inc.	22,860.00	CSM Software Purchase & Subscription
429230	05/06/10	Associated Std -Canada	35,330.67	Quarterly Student Body Fees Payment
429231	05/06/10	Associated Std-CSM	55,691.02	Quarterly Student Body Fees Payment
429232	05/06/10	Associated Std-Skyline	51,925.11	Quarterly Student Body Fees Payment
429240	05/06/10	Hartford Life & Accident Insurance Co.	32,098.89	Life Insurance Premium

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
MAY 1-31, 2010
WARRANT SCHEDULE GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
429245	05/06/10	McCarthy Building Companies	131,355.00	Cañada Construction Project
429252	05/06/10	Wells Fargo Bank	299,264.92	District Procurement Card Payment
429259	05/10/10	Cornerstone Earth Group, Inc.	21,373.98	CSM Geotechnical Observation & Testing Services
429272	05/10/10	John Plane Construction	92,706.00	Cañada Construction Project
429274	05/10/10	Kleinfelder	13,218.05	CSM & Skyline Materials Testing and Inspection Services
429415	05/17/10	Dell Computers	54,415.37	Districtwide Computer Purchase
429433	05/17/10	Ninyo & Moore	12,909.75	Cañada Asbestos Testing Services
429434	05/17/10	Pac Gas & Elec Co	25,707.37	Utilities
429472	05/20/10	Cornerstone Earth Group, Inc.	18,380.00	CSM & Cañada Geotechnical Observation & Testing Services
429473	05/20/10	Coulter Construction Inc.	17,053.00	Skyline Construction Project
429499	05/20/10	Salas O'Brien Engineers, Inc.	10,138.75	Districtwide Engineering Services
429501	05/20/10	San Mateo Lockworks	16,017.95	CSM Keying Project
429514	05/20/10	Employment Development Department	27,738.33	Quarterly LEC Unemployment Payment
429519	05/20/10	Sedgwick Claims Management Services. Inc.	17,000.00	Districtwide Worker's Comp Administration
429531	05/24/10	Comm College League/Calif	14,065.02	Skyline & Cañada Database Subscription
429532	05/24/10	Commercial Energy of Montana, Inc.	24,051.39	Utilities
429540	05/24/10	Nebraska Student Loan Program, Inc.	11,850.00	Skyline National Student Loan Program Training Services
429542	05/24/10	Pac Gas & Elec Co	13,281.13	Utilities
429556	05/24/10	Townsend-Merino, Katherine L.	19,000.00	Cañada University Center Project
429557	05/24/10	Wavefunction, Inc.	11,769.38	Cañada Software Purchase
429585	05/27/10	Chabot-Los Positas Community College District	59,321.00	Skyline Surgical Technology Certificate Program Services
429596	05/27/10	Hensel Phelps Construction Co.	294,729.80	Skyline Construction Project
429602	05/27/10	Hensel Phelps Construction Co.	2,652,568.20	Skyline Construction Project
429614	05/27/10	Pankow Special Projects, L.P.	236,250.90	CSM Construction Project
429628	05/27/10	Toyota Material Handling	15,863.10	Skyline FMC Equipment Purchase
429631	05/27/10	McCarthy Building Companies	250,713.60	CSM Construction Project
429638	05/27/10	American Federation of Teachers	52,637.49	Union Dues
429641	05/27/10	C S E A	11,940.16	Union Dues
429663	05/27/10	Hartford Retirement Plans Service Center	39,229.18	Tax Shelter Annuities
429669	05/27/10	McCarthy Building Companies	2,256,422.40	CSM Construction Project
429670	05/27/10	McCarthy Building Companies	386,851.00	Cañada Construction Project
429684	05/27/10	Pankow Special Projects, L.P.	26,250.10	CSM Construction Project
429694	05/27/10	Vavrinek, Trine, Day & Co.	11,000.00	District Auditing Services

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
 MAY 1-31, 2010
 WARRANT SCHEDULE GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
85951	05/03/10	US Treasury - Union Bank	1,337,192.88	Federal Tax
86038	05/03/10	US Treasury - Union Bank	284,385.45	State Tax
46552	05/19/10	US Treasury - Union Bank	38,489.62	Federal Tax
J1005565	05/13/10	State Teacher Retirement - Cash Balance	49,327.74	STRS Retirement - Cash Balance
JE282609	05/31/10	State Teacher Retirement - County Paid	595,374.17	STRS Retirement - Defined Benefit
106711	05/19/10	<u>SMCCCD Bookstores</u> SMCC College District	<u>153,716.74</u>	Salary and Benefits April 2010
		Subtotal	<u>13,559,500.96</u>	94%
		Warrants Issued ≤ \$10,000	<u>995,085.70</u>	6%
		Total Non-Salary Warrants Issued	<u><u>14,554,586.66</u></u>	100%
District Accounts Payable		429151-429694, 911304-911467, DD13128-DD13283	12,019,897.13	
District Payroll		61021-61803, DD50001419-DD50002847	7,652,248.50	
SMCCCD Bookstores		106669-106717 and EFT#44242	<u>213,129.34</u>	
		Total Warrants Including Salaries - May 2010	<u><u>19,885,274.97</u></u>	

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
JUNE 1-30, 2010
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
013309	06/03/10	SMC College Ed. Housing Corp.	46,415.00	College Vista Monthly Rent
013313	06/03/10	Sugimura Finney Architects	16,500.37	CSM Architectural Services
013314	06/03/10	VALIC Retirement Services Company	246,991.37	Tax Shelter Annuities
013327	06/10/10	Associated Std-CSM	70,000.00	Fund transfer from Union to Wells
013329	06/10/10	Casey Printing, Inc.	36,007.30	Skyline Class Schedule Printing Services
013331	06/10/10	Education Housing Partners, LLC.	30,180.34	Cañada Housing Project Consulting Services
013334	06/10/10	SM County Community College District	25,643.69	Flex Spending Account Reimbursement
013420	06/17/10	Constellation NewEnergy Inc.	19,722.76	Utilities
013864	06/24/10	Bunton Clifford Associates, Inc.	13,526.56	Cañada Architectural Services
013865	06/24/10	CIS, Inc	78,410.00	Districtwide DSA Inspection Services
013867	06/24/10	Constellation NewEnergy Inc.	28,929.52	Utilities
013872	06/24/10	DRB Management Services Corporation	20,582.50	Districtwide Project Management Services
013874	06/24/10	GRD Energy Inc.	19,190.00	Skyline & CSM Commissioning Services
013875	06/24/10	Intermountain Electric Company	16,454.00	CSM Electrical Project
013876	06/24/10	Krueger International	83,441.78	CSM Furniture Purchase
013879	06/24/10	NetVersant Solution II LP	13,333.33	Districtwide Monitoring Services
013880	06/24/10	Official Payments Corporation	12,506.95	District Banking Charges
013885	06/24/10	Urtext	27,875.00	Districtwide CPD Consulting Services
013886	06/24/10	Xerox Corporation	13,533.00	CSM Equipment Purchase & Cañada Lease & Usage Charges
429697	06/02/10	Advanced E-Learning Solutions	46,500.00	District ITS Helpdesk & Support Services
429742	06/02/10	Pac Gas & Elec Co	19,421.41	Utilities
429743	06/02/10	Pac Gas & Elec Co	40,761.27	Utilities
429748	06/02/10	Peralta Comm.College District	42,365.81	Skyline BayCEC contractor services
429751	06/02/10	Public Empl Ret Sys	1,096,851.81	Health Insurance Monthly Premium
429753	06/02/10	S.M.C.S.I.G.	143,491.05	Dental Premium Payment
429754	06/02/10	S.M.C.S.I.G.	18,419.42	Vision Premium Payment
429766	06/03/10	A.C.C.J.C.	17,453.00	CSM ACCJC Annual Fees
429769	06/03/10	Swinerton Management & Consulting	17,642.35	Program Management Services
429771	06/03/10	County of San Mateo	79,612.43	Skyline BayCEC contractor services
429785	06/03/10	San Mateo Union High School District	19,644.00	CSM Tech Preparation Reimbursement
429787	06/03/10	Strata Information Group	50,504.00	ITS Consulting Services
429788	06/03/10	Swinerton Management & Consulting	335,204.64	Program Management Services
429790	06/03/10	McCarthy Building Companies	14,595.00	Cañada Construction Project
429791	06/03/10	McCarthy Building Companies	27,274.00	Cañada Construction Project
429796	06/03/10	CalPERS	456,084.34	Cal PERS Contribution Advance
429809	06/03/10	Wells Fargo Bank	388,150.15	District Procurement Card Payment

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
JUNE 1-30, 2010
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
429810	06/07/10	Ad Age Broadcast Network	17,500.00	Cañada CIUS Marketing Package
429827	06/07/10	Industrial Employers/Distributors Assoc.	15,499.92	District Labor Relations Service Fees
429840	06/07/10	Pac Gas & Elec Co	12,216.39	Utilities
429860	06/07/10	CIS, Inc	51,785.00	Districtwide DSA Inspection Services
429875	06/10/10	Bayside Heating & Air Conditioning	15,256.00	Skyline HVAC Services
429900	06/10/10	Education Housing Partners, LLC.	745,930.00	Cañada Housing Project Consulting Services
429901	06/10/10	Hartford Life & Accident Insurance Co.	32,093.18	Life Insurance Premium
429934	06/14/10	Pac Gas & Elec Co	12,857.68	Utilities
430009	06/17/10	John Plane Construction	22,450.00	Cañada Construction Project
430011	06/17/10	John Plane Construction	29,995.00	Cañada Construction Project
430012	06/17/10	John Plane Construction	27,633.00	Cañada Construction Project
430066	06/17/10	Vavrinek, Trine, Day & Co.	11,500.00	Districtwide Audit Services
430477	06/21/10	Calif Water Service Co	11,923.63	Utilities
430478	06/21/10	CalPERS	11,137.01	Cal PERS Contribution Balance
430480	06/21/10	Coulter Construction Inc.	25,470.00	Skyline Gym Repair Services
430481	06/21/10	County of San Mateo	21,501.97	Skyline BayCEC contractor services
430499	06/21/10	James Middleton and Associates, Inc.	12,381.88	CSM Parking Permit Machine Purchase
430502	06/21/10	Kleinfelder	13,395.00	Skyline Materials Testing and Inspection Services
430506	06/21/10	MK Pipelines, Inc.	35,640.00	Cañada Emergency Building Repair
430510	06/21/10	Pac Gas & Elec Co	29,267.27	Utilities
430539	06/24/10	Bayside Heating & Air Conditioning	29,504.00	Skyline HVAC Services
430545	06/24/10	Swinerton Management & Consulting	15,660.47	Program Management Services
430549	06/24/10	Commercial Energy of Montana, Inc.	26,617.13	Utilities
430558	06/24/10	Hensel Phelps Construction Co.	114,243.90	Skyline Construction Project
430559	06/24/10	Hensel Phelps Construction Co.	1,028,195.10	Skyline Construction Project
430562	06/24/10	IOS Workspace Installations, Inc.	11,276.95	CSM Tile Cleaning Services
430566	06/24/10	Kleinfelder	29,237.17	CSM & Skyline Materials Testing and Inspection Services
430577	06/24/10	Pac Gas & Elec Co	11,811.71	Utilities
430579	06/24/10	Pac Gas & Elec Co	45,910.43	Utilities
430580	06/24/10	Pankow Special Projects, L.P.	419,129.10	CSM Construction Project
430586	06/24/10	RGA Environmental, Inc.	11,487.90	CSM HazMat Survey Services
430595	06/24/10	Strata Information Group	50,504.00	ITS Consulting Services
430596	06/24/10	Swinerton Management & Consulting	297,549.02	Program Management Services
430603	06/24/10	McCarthy Building Companies	399,557.90	Cañada Construction Project
430605	06/24/10	W W Grainger Inc	22,841.27	CSM Equipment Purchase
430616	06/24/10	McCarthy Building Companies	139,033.00	CSM Construction Project
430617	06/24/10	McCarthy Building Companies	3,596,021.10	CSM Construction Project
430618	06/24/10	Office Solutions Interiors	15,219.13	Skyline Furniture Purchase & Installation

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
 JUNE 1-30, 2010
 WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
430621	06/24/10	Pankow Special Projects, L.P.	46,569.90	CSM Construction Project
430622	06/24/10	SMCCC Foundation	11,543.50	Reimbursement Tuition Assistance Program
430630	06/24/10	U.S. Postal Services	10,000.00	Skyline Postage Purchase
430669	06/28/10	D & B Power Associates, Inc.	17,197.44	Districtwide ITS Software Purchase
430671	06/28/10	Dell Computers	39,030.10	Districtwide Computer Purchase
430676	06/28/10	Emmett W. MacCorkle Inc. Insurance Services	14,151.00	Districtwide P&L Insurance Premium
430721	06/28/10	MediFit Corporate Services, Inc.	126,026.08	Consulting & Program Management Fees
430778	06/28/10	American Federation of Teachers	13,674.65	Union Dues
430784	06/28/10	C S E A	11,127.40	Union Dues
430801	06/28/10	Hartford Retirement Plans Service Center	94,769.82	Tax Shelter Annuities
430823	06/28/10	VALIC	15,000.00	Tax Shelter Annuities
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
69108	06/01/10	US Treasury - Union Bank	1,374,553.24	Federal Tax
69157	06/01/10	US Treasury - Union Bank	293,807.86	State Tax
60232	06/18/10	US Treasury - Union Bank	56,447.88	Federal Tax
JE283899	06/09/10	State Teacher Retirement - Cash Balance	51,792.56	STRS Retirement - Cash Balance
JE284626	06/30/10	State Teacher Retirement - County Paid	208,100.93	STRS Retirement - Defined Benefit
<u>SMCCCD Bookstores</u>				
106739	06/04/10	MBS Textbook Exchange	83,595.93	Purchase of Inventory
106744	06/04/10	NEBRASKA Book Company	57,779.47	Purchase of Inventory
106776	06/22/10	Cengage Learning	16,818.18	Purchase of Inventory
106797	06/22/10	John Wiley & Sons Inc.	12,574.98	Purchase of Inventory
106804	06/22/10	MBS Textbook Exchange	43,724.37	Purchase of Inventory
106805	06/22/10	McGraw Hill Companies	17,323.01	Purchase of Inventory
106816	06/22/10	Pearson Education Inc.	93,887.34	Purchase of Inventory
106827	06/22/10	SM CC College District	149,523.31	Salary and Benefits May 2010
EFT 22894	06/24/10	Board of Equalization	12,946.23	Sales Tax May-Jun 15, 2010
Subtotal			13,924,415.54	90%
Warrants Issued ≤ \$10,000			1,650,775.32	10%
Total Non-Salary Warrants Issued			<u>15,575,190.86</u>	100%

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
JUNE 1-30, 2010
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
District Accounts Payable		429695-430827, 911468-911654, DD13293-DD13892	12,974,268.09	
District Payroll		61804-62650, DD50002848-DD50003696	5,152,288.17	
SMCCCD Bookstores		106669-106717 and EFT#44242	<u>611,142.19</u>	
		Total Warrants Including Salaries - June 2010	<u><u>18,737,698.45</u></u>	

BOARD REPORT NO. 10-8-100B (previously Board Report No. 10-7-104B, dated July 28, 2010)

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Rick Bennett, Executive Director, Construction Planning, 358-6752

**CONTRACT AWARD FOR DISTRICTWIDE INTERIOR AND EXTERIOR
UNIT PRICE PAINTING**

The heavy use and age of District facilities necessitates routine interior and exterior painting projects at all three Colleges. In addition to the routine painting required, with the construction of new buildings on the campuses, the exteriors of our existing buildings need to be updated to reflect and complement the new structures. For the past twelve years the District has effectively managed painting projects through the use of unit price interior and exterior painting contracts (Board Reports No. 98-7-108B, 00-4-106B, 00-8-102B, 02-9-6CA, 03-5-3CA, 03-5-4CA, and 05-5-100B). The latest five year unit price contract has expired. In order to address the programmatic needs of upcoming projects and to finalize the look and feel of the buildings' exteriors in CIP2, District staff developed an updated unit price bid for interior and exterior painting.

Prior to bidding the contract, the District performed outreach via an established vendor database, through legal advertisement and through our local Buildings and Trades Council. In an effort to find a quality painter with sufficient project experience with buildings similar in size and quantity to our facilities, with the technical use and application of painting materials required for our structures and with a history of working on active campuses, a contractor qualification process was conducted. Sixteen C-10 specialty contractors licensed to perform painting work attended mandatory qualification and pre-bid conferences on May 6 and 11, 2010. Eleven contractors subsequently submitted qualification applications substantiating their performance qualifications, including license status, experience with construction projects of similar type and value under comparable conditions to the District facilities, prevailing wage compliance, legal claims history, insurance coverage, and bonding ability. Review and validation of the information provided on the applications resulted in seven contractors achieving qualified status for the unit price painting bid.

This bid package 1) awards all exterior and interior painting projects for a two year period to one painting contractor, 2) renews the award annually for three additional years up to a total of five years, and 3) establishes the bid price for the first year, with subsequent year CPI adjustments. The bid specifications in the package included the preparation and painting of sixteen (16) surface conditions and material applications. Each of the sixteen applications was given an estimated quantity to approximate the work needed on future painting projects. Bidders were required to provide a price for each category's stated quantity. The sum total of these sixteen stated prices was used to determine the low bidder. The bid cost for each category was divided by the corresponding quantity to arrive at a unit price for each surface condition/material application. Prior to the commencement of any individual painting project, the quantities involved will be measured and agreed upon, the appropriate unit prices will be applied, and a purchase order will be issued for the total amount. On June 24, 2010 six contractors submitted bids for the contract, as shown on the chart below:

BID RESULTS	
Districtwide Interior and Exterior Painting Unit Price Contract	
BIDDER	TOTAL
A & B Painting, Inc. (San Francisco)	\$ 377,426
Bayview Painting and Construction (Burlingame)	\$ 349,400
Color Chart Inc. (San Bruno)	\$ 732,960
Mino's Painting (Millbrae)	\$ 354,455
Fix Painting Company (Woodland Hills)	\$ 578,875
Jerry Thompson and Sons Painting, Inc. (San Rafael)	no bid
Stella Painting Inc. (San Carlos)	\$ 389,587

District staff conducted a due diligence review and determined that the bid submitted by Bayview Painting and Construction is responsible and responsive to the contract requirements. The initial term for this contract is two years with the option to renew annually for an additional three years. This is a nonexclusive contract.

In the coming term, painting projects may include Cañada College Buildings 2, 5, 6 and 13; College of San Mateo Buildings 2/3/4, 7, 14, 15, 16, 17, 18 and 19; Skyline Buildings 2, 3, 5, 7 and 8, as well as other miscellaneous painting projects. Funding sources for painting projects include Measure A general obligation bond funds, Capital Outlay and potentially Scheduled Maintenance State funding.

RECOMMENDATION

It is recommended that the Board of Trustees award the contract for Unit Price Painting to Bayview Painting and Construction, 1) at the unit prices bid, 2) for a term of two years in an amount not to exceed \$349,400, and 3) with an option to annually renew the contract for an additional three (3) years with adjustment for changes in the CPI.

BOARD REPORT NO. 10-8-101B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Rick Bennett, Executive Director, Construction Planning, 358-6752

APPROVAL OF 2012-2016 FIVE-YEAR CAPITAL CONSTRUCTION PLAN

On June 24, 2009 (Board Report No. 09-6-103B), the Board authorized submittal of the District's 2011-2015 Five-Year Capital Construction Plan (5YCP) and the related Initial Project Proposals (IPP's) and Final Project Proposals (FPP's) to the California Community Colleges Chancellor's Office (CCCCO). The authorization is in accordance with the Community College Construction Act and both the Education Code Section 81800, *et seq.*, and State Administrative Manual 6610. The plan constituted the first part of the capital outlay proposal process and was prepared according to current guidelines.

The CCCCCO reviewed and evaluated the 2011-2015 plans for conformance to existing guidelines and potential for funding. Generally, this review is complete and project approvals are communicated to the District during the fall following submittal (in this case fall of 2009). This year, the CCCCCO delayed communication of project approvals until April of 2010. As a result, the CCCCCO extended the submittal deadline for the 2012-2016 Five Year Capital Construction Plan from the customary date of July 1 to September 1, 2010.

Competition continues to be especially fierce in light of the Legislature's decision not to put a state-wide bond on the November 2008 ballot, and uncertainty as to whether such a measure will be placed on the November 2010 ballot. Because of the lack of state-wide bonds, in 2008 the CCCCCO unfunded two years' worth of projects (including six District projects) previously approved for the 2009-2010 and 2010-2011 funding cycles. With these projects, along with those submitted in 2009 and to be submitted in 2010, a significant and growing backlog of projects is now competing for limited funding. With the majority of this funding guaranteed for life-safety projects, the San Mateo County Community College District was fortunate to have our FPP for the modernization of Cañada College's Physical Education Conversion and Renovation (Building 1) accepted and approved in 2009, and in 2010 the CCCCCO accepted and approved the College of San Mateo Building 8 Gym Modernization Project and the Skyline College Wellness Center. At the request of the State Chancellor's Office, the Skyline Wellness Center Project has been renamed and is now the "Center for Kinesiology and Human Performance." Funding for these two newly approved projects is dependent upon a future state-wide bond, as is the Cañada College Physical Education Conversion and Renovation (Building 1) Project.

The 2012-2016 Five-Year Capital Construction Plan reflects input received from the State Chancellor's Office review of the 2011-2015 plans, and the planning from the District's Capital Improvement Program (CIP2). In preparing and submitting the 2012-2016 plan, the District maintains its priorities with regard to funding improvements for (1) buildings and facilities, (2) improvements and modifications to meet the needs of the physically limited, and (3) response to safety concerns.

This report is broken down into four categories:

- I. Fiscal Year 2012-2016 Locally-funded Projects
- II. Fiscal Year 2011-2015 Current State Capital Outlay Projects (Approved, State funding available)
- III. Fiscal Year 2012-2016 Current State Capital Outlay Projects (Approved, but State funding not available)
- IV. Fiscal Year 2012-2016 Initial Project Proposals and Future Project Proposals

Each project is described under these sections and this report is meant to give the Board a detailed understanding of the projects anticipated to be implemented in the 2012-2016 timeframe.

I. Locally-funded Projects

COLLEGE OF SAN MATEO CIP2 DESIGN-BUILD PROJECT

Project Description: This multi-component project is being delivered using the design-build delivery method, wherein a design-build contractor is hired to provide the design, as well as construction, of the project. The project includes demolition of Buildings 5, 6, 10, 11 and 13, since these buildings have exceeded their useful service lives and their locations are desirable for new buildings. Replacement buildings 5 and 10 have been constructed in the approximate footprints of the existing buildings. The project also includes major improvements to the exterior areas of the campus.

Completed in April 2010, Building 5N is the new home for Workforce programs, including Dental Assisting, Nursing and Cosmetology, as well as the new home for Wellness and Aquatics. The location at the south end of the campus is convenient for the community members who are patrons of these programs. One such program will be the San Mateo Athletic Center, which has public memberships currently exceeding 2000 members, producing a new revenue stream to the campus and reinforcing the already cohesive relationship between the local community and the campus. The Fitness Center includes new space and equipment for the successful Adaptive Physical Education Program. The Aquatic Center is comprised of a 55 meter pool and a second pool for competition warm-ups and it is offering additional community involvement for local swim clubs and competitions. These programs will thrive and grow in this new building, with state of the art equipment and adjacencies to each other that will foster interactions and synergy.

Building 10, located near the center of campus, will place critical student services at the heart of the campus alongside faculty, staff and division offices. Building 10 will embody CSM's collaborative nature and student-oriented service philosophy to strengthen student convenience and access as well as encouraging interdisciplinary faculty dialogue and interactions between faculty and students. The facility will unite Student Services into a "One-Stop Shop," including Admissions, Career Services, Counseling, Financial Aid, Disabled Students Programs & Services, Student Activities, Welcome Center, Cafeteria, and Bookstore. This One-Stop-Shop approach will include the new Learning Center (LC), a centralized tutorial and student support lab where students can get assistance across the disciplines, from writing and mathematics to speech communication and foreign languages, and will be an inspired learning environment where students will feel comfortable giving and receiving academic assistance. The building will be fully staffed and open for the summer and fall semesters 2011.

CSM's campus exterior will be revamped to take advantage of its idyllic hilltop location. The new landmark entries at Hillside Boulevard and CSM Drive will provide gateways to a lively campus

where students and the community will feel inspired to participate in college activities, with gathering spaces acting as centers of concentrated activity and energy. Landscape improvements will create hierarchies to define vehicular and accessible pedestrian circulation routes and manage pedestrian/vehicular interface. Emergency vehicle access will be improved, as well as other safety and security measures. Public transportation, passenger drop-off and pick-up zones, service and delivery zones will be enhanced. Wayfinding signage, exterior lighting, concession kiosks, and provisions for art will also be part of this project. As of July 2010, approximately 75% of the site work has been completed.

Both new buildings are targeted to receive LEED (Leadership in Energy and Environmental Design) Silver Certification at a minimum, with a goal to reach LEED Gold, demonstrating CSM's commitment to sustainable building design and construction. Building 5 has received LEED Gold.

Total Project Cost: The Construction Planning Department estimates a total project cost of \$223 million for this project.

Status: The design of all project phases is complete and approved by the Division of the State Architect (DSA). Demolition of the old Building 5 was completed in June 2008 and construction of the new building, aquatic center and central plant was completed in April 2010 and occupied in summer 2010. Construction of the new Building 10 began in January 2009 following the demolition of the old Buildings 10, 11 and 13. Building 10 will be completed in spring 2011 with occupancy expected in summer and fall 2011. Site work improvements will occur in two phases, specifically the southern and northern quads. Construction on phase 1 started in May 2009 and completed in spring 2010. Construction of phase 2 of the site work will follow the schedule of Building 10.

SKYLINE COLLEGE CIP2 DESIGN-BUILD PROJECT

Project Description: This multi-component project is being delivered using the design-build construction method and will continue the process of reinvigorating the facilities of Skyline College. The new buildings and major improvements to exterior areas of the campus that are planned as part of this Skyline CIP2 Design-Build Project will complete the renaissance.

Building 4 will be the new home of the Cosmetology and Esthetician programs and will expand the general classroom offerings of the College. It will also be the new home for the active Skyline Multi-Cultural groups, as well as Learning Communities, Educational Services, Workforce programs and Skyline's Administrative Offices. The building is intended to be a magnet for a diverse constituency of students, faculty, staff, business persons, and visitors. The building will be visually and physically engaging to promote interaction among campus communities and increase awareness of campus programs available to students. It will serve as a place to host special events and foster student interaction through formal and informal gatherings.

Building 11 will allow the Automotive curriculum to expand by providing facilities for training in Automatic Transmission repair. Incorporated in this new building will be seven service bays, which will simulate operations within a commercial automotive repair facility.

Skyline College's campus exterior will be revamped to take advantage of the existing forest-like and grassland setting. The new landmark entries at Skyline Boulevard and Sharp Park Road will provide gateways to a lively campus where students and the community will feel inspired to participate in college activities, with gathering spaces acting as centers of concentrated activity and energy.

New Building 4 is targeted to receive LEED certification (Leadership in Energy and Environmental Design), demonstrating Skyline College's commitment to sustainable building design and construction.

Total Project Cost: The current total project estimated cost is \$89 million.

Status: The design of all project phases is complete. The Division of the State Architect (DSA) has approved plans for Building 4, Building 11, and the site work. Construction of Building 4 is underway and occupancy is expected in summer 2011. Construction of Building 11 is complete except for punch list items and the building will be used for classes in the fall of 2010. The first phase of site work was completed summer 2009, and the second phase is underway, with completion of most work by fall 2010. The last phase is expected to be complete by spring 2011.

II. Current State Capital Outlay Projects (Approved, State Funding Available)

CAÑADA COLLEGE BUILDINGS 5 & 6 – REACTIVATION OF ACADEMIC FACILITIES AND CODE COMPLIANCE UPGRADES

Project Description: This project will convert approximately 17,124 ASF in Buildings 5 and 6, vacated as a result of the new Library/Learning Resource Center/Student Services Facility. Accessibility upgrades are required as a condition of extensive modernization, and will be accomplished via this project along with the creation of new classrooms, assembly spaces and major building systems upgrades. Also included in the project is the addition of 1,400 GSF of new construction associated with a new elevator to improve access to the buildings. Renovations to the Cañada cafeteria are expected to transform this space into a vibrant location for student interaction.

Total Project Cost: The estimated cost of this project is \$13.8 million. State Capital Outlay funds of \$4.9 million have been approved by the CCCCO, supplemented by \$8.9 million in Measure A general obligation bond funds.

Status: Design was completed in late 2008 and DSA approval was secured in spring 2009. Upon release of construction funding and after state approval, the project proceeded to bid in fall 2009 and construction started in spring 2010. The project is expected to be in construction for 15-18 months with occupancy in fall 2011.

CAÑADA COLLEGE - ELECTRICAL INFRASTRUCTURE REPLACEMENT

Project Description: This project proposes to correct the safety and serviceability deficiencies of the aged electrical infrastructure at Canada College which was constructed in the 1960's.

The District commissioned Chevron Energy Solutions Company to assess the condition of the electrical infrastructure in 2006, resulting in a "Power System Evaluation Final Report" for Cañada College. Performance of critical components was monitored and actual performance under load was recorded. In addition, load center structures and primary (12kV) distribution systems were inspected and the Report includes details of the condition of these components.

The aging power infrastructure has deteriorated to the point where failures are increasingly common. This poses the potential of disruptions to college operations, including class cancellations, property damage, loss of data, compromised ongoing science experiments, diminished employee productivity, recovery costs, and mental anguish and stress among students, faculty and staff. The code compliance and safety violations present significant liability risk of losses to life and property. This

FPP requests State funding to replace the critical components of the electrical power infrastructure as part of a priority A-4 Immediate Infrastructure Failure project.

Total Project Cost: This project has an estimated cost of \$4.6 million. State Capital Outlay funds of \$3.8 million have been approved by the CCCCO, supplemented by \$.8 million in Measure A general obligation bond funds.

Status: Construction Documents are 90% complete and submittal to the Division of State Architect for permit approval is planned for September 2010.

COLLEGE OF SAN MATEO NORTH GATEWAY PROJECT

Project Description: This project will remove seismic hazards from the College of San Mateo. Four buildings on the CSM campus, Buildings 21, 23, 25, and 27, have been rated F in a seismic survey and by recent additional structural analysis. Some of the buildings contain hazardous materials, which could be widely dispersed in the event of a structural collapse. The project proposes to remove these dangers through demolition of Buildings 21-29 and to repair and reconfiguration the site with accessible pathways, recreating parking lots 9 and 10, refreshed landscaping and a performance/gathering venue. Additionally, load center #4 of the site's main electrical distribution system is in need of replacement due to safety concerns stemming from water infiltration into the vault. The creation of new load center #8 will allow the contractors to safe off of the electrical system prior to the demolition of the buildings.

Total Project Cost: This project has an estimated cost of \$17.6 million. State Capital Outlay funds of \$10.9 million have been approved by the CCCCO, supplemented by \$6.7 million in Measure A general obligation bond funds.

Status: Design began in spring 2008 and DSA approval was secured in May 2009. The CCCCO issued authorization to proceed to bid, securing construction funding, in June of 2009. The project bid has been delayed by unanticipated challenges in securing Division of State Architect (DSA) approval of the storm water management system. Phase I of the project, Load Center 8, will be advertised for bid upon receipt of CCCCO authorization to bid this work separately from the balance of the project. This authorization is expected to be issued by the end of August 2010. Bidding of Phase II of the project is scheduled for January 2011. The Phase II work, including demolition of Buildings 21-29, will proceed after the District ITS staff has relocated from Building 25 to Building 34 on the CSM Campus. The ITS move is dependent upon relocation of the Bookstore from Building 34 to Building 10, and the subsequent completion of tenant improvements at Building 34 to accommodate ITS requirements.

SKYLINE COLLEGE - ELECTRICAL INFRASTRUCTURE REPLACEMENT

Project Description: This project will replace underground Load Center #2 with a new above-grade pad-mounted load center as a priority A-4 Immediate Infrastructure Failure Project. The electrical infrastructure at Skyline College was constructed in the 1960's. Critical components have deteriorated and are no longer code compliant. The District commissioned Chevron Energy Solutions Company to assess the condition of the electrical infrastructure in 2006, resulting in a "Power System Evaluation Final Report" for Skyline College. Performance of critical components was monitored and actual performance under load was recorded. In addition, load center structures and primary (12kV) distribution systems were inspected and the Report includes details of the condition of these components.

The aging power infrastructure has deteriorated to the point where failures are increasingly common, occurring several times a year. This creates significant disruptions to college operations, including class cancellations, property damage, loss of data, compromised ongoing science experiments, diminished employee productivity, recovery costs, and mental anguish and stress among students, faculty and staff. The code compliance and safety violations present liability risk of losses to life and property. Underground streams on the Skyline Campus make water intrusion an ongoing and severe problem. Underground Load Center #2 is subject to flooding. In a similar load center at the College of San Mateo campus, a particularly sobering recent incident occurred on 11/27/2006, when water intrusion caused an explosion in an underground load center minutes after a maintenance supervisor left the vault. Had he been in the space at the time of the explosion, he would have been severely injured. This event, coupled with the Power System Evaluation Report, has highlighted the urgency of correcting the life safety and code compliance deficiencies before injury or more significant property damage occurs.

Total Project Cost: This project has an estimated cost of \$1.6 million. State Capital Outlay funds of \$1.353 million have been approved by the CCCCCO, supplemented by \$.3 million in Measure A general obligation bond funds.

Status: Construction Documents are 50% complete, and submittal to the Division of State Architect for permit approval is planned for November 2010.

III. Current State Capital Outlay Projects (Approved, but State Funding Not Available)

CAÑADA COLLEGE BUILDING 1 – PHYSICAL EDUCATION CONVERSION AND RENOVATION

Project Description: The CCCCCO-approved FPP proposed reactivation of 1,487 assignable square feet of vacated space, resulting from construction of the new Facilities Maintenance Center, for expansion of the Fitness Center. It also includes code upgrades to 13,625 GSF of locker, shower and restroom facilities in the gymnasium. The purpose of the project is threefold: achieve Title IX compliance through an equitable balance in facilities for men and women; replace building finishes and components that have exceeded their service life expectancy; and address a variety of problems associated with facility accessibility. To address accessible travel to Building 1, a new elevator will be constructed. Remodeling of the office and reception desk, as well as public restrooms, is required for ADA compliance.

Total Project Cost: The estimated cost of this project is \$18.5 million, with \$13.1 million in requested State Capital Outlay funding, supplemented by \$5.4 million in Measure A general obligation bond funds.

Status: Based on the assumption that a statewide bond passes in November 2010 and the CCCCCO authorizes the project to proceed, design would commence in late 2011 with construction starting in 2013. Assuming funding is available from the state, the facility would be ready for use in 2014-2015.

COLLEGE OF SAN MATEO BUILDING 8 – GYM MODERNIZATION

Project Description: This project modernizes the 44 year old Gym on the College of San Mateo campus. The Gymnasium (Building 8) was constructed in 1963 and was among the first buildings built on the site. It has never undergone any major renovations or remodeling for the past 45 years. There have been substantial changes in the program, code compliance issues, and infrastructure

issues that require attention. This project addresses these conditions and will increase the energy efficiency of the building as a whole.

Total Project Budget: The total project budget is estimated to be \$20 million, with \$13 million in requested State Capital Outlay funding, supplemented by \$7 million in Measure A general obligation bond funds.

Status: Based on the assumption that a statewide bond passes in November 2010 and the CCCCCO authorizes the project to proceed, design would commence in late 2011 with construction starting in 2013. Assuming State Capital Outlay funding is secured, the facility would be ready for use in 2014-2015.

SKYLINE COLLEGE CENTER FOR KINESIOLOGY AND HUMAN PERFORMANCE (NEW CONSTRUCTION)

Project Description: This project proposes to construct 25,060 ASF/32,218 GSF of new facilities to respond to the growing demand for programs in Fitness and Wellness. These Physical Fitness programs at the College represent more than a third of the Physical Education program enrollment with 157 FTEs in 2006-2007; in the past it has been as high as 271 FTEs. The demand is becoming difficult to keep pace with due to the competition in the use of existing PE spaces, many of which are not constructed to adequately support the Fitness programs and are required for use in the other Physical Education programs that are growing as well. The Wellness Center facilities will include Fitness Training, Spinning classes, Sports Medicine Training, and an area for Yoga, Dance & Pilates. These spaces are significantly different than the main gym floor and the weight rooms that currently make up the main gym. In addition, the planned location of this building near the new Cosmetology/Multicultural Building, constructed using local funds, brings Cosmetology and Wellness programs together and will allow the programs to appeal to a broader audience of students and public patrons who might not be aware of the diverse offerings that Skyline College can provide.

Total Project Cost: The estimated cost of this project is \$18.5 million, with \$13.8 million in requested State Capital Outlay funding, supplemented by of \$4.7 million in Measure A general obligation bond funds.

Status: Based on the assumption that a statewide bond passes in November 2010 and the CCCCCO authorizes the project to proceed, design would commence in late 2011 with construction starting in 2013. Assuming State Capital Outlay funding is secured, the facility would be ready for use in 2014-2015.

IV. Fiscal Year 2012-2016 Initial and Final Project Proposals

The District's 2012-2016 Five-Year-Capital Construction Plan includes three new Initial Project Proposals for fiscal years 2013-2014 funding and three Final Project Proposals for fiscal years 2012-2013.

CAÑADA COLLEGE BUILDING 3 – PERFORMING ARTS CENTER TECHNOLOGY AND ENVIRONMENTAL MODERNIZATION

Project description: This project addresses academic issues brought about by changes in the strategies of teaching over the past two decades. Significant changes have occurred in the technologies that support the teaching of the Fine Arts, especially Photography, as well as Theatre and Theatre support areas. Lighting, sound systems and backstage support rooms require renovation in order to properly train students in the use of these new methodologies. Also, the building

infrastructure is overburdened and needs upgrading to support the new technologies. This IPP proposes to upgrade this facility to bring it up to current teaching standards in its academic arena.

Total Project Cost: The estimated cost of this project is \$2.7 million, with \$1.9 million requested State Capital Outlay funding, supplemented by \$0.8 million in local funds.

Status: The District is preparing to re-submit this project to the state for first year funding as a fiscal year 2013-14 IPP.

CAÑADA COLLEGE BUILDING 13 – MULTIPLE PROGRAM INSTRUCTIONAL CENTER

Project Description: This project involves the modernization of the academic classroom building, Building 13. The building was one of the original instructional buildings built on the Cañada campus in 1968. The project proposes code upgrades to 12,110 gross square feet of restroom facilities, corridors and vertical circulation systems. The modernization will serve several purposes. It addresses problems associated with facility accessibility for ADA compliance. It replaces building finishes and components that have exceeded their service life expectancy. The replacement of the mechanical and electrical system will address the total building area of 31,473 GSF with a new transformer. Modernization of faculty offices is a part of this proposed project. Modernization of the thirteen classrooms and offices in Building 13 was completed previously under a separate project.

Total Project Cost: The reconstruction of this facility has an estimated total project cost of \$13.5 million, with \$8.4 million requested from State Capital Outlay funding supplemented by \$5.1 million in local funds. These are preliminary cost estimates. Detailed cost estimates will be completed prior to final submission of the plan.

Status: The District is updating the FPP submitted last year for this project, and will re-submit the FPP in 2010 seeking fiscal year 2012-13 funding.

COLLEGE OF SAN MATEO BUILDING 12 MODERNIZATION

Project Description: Building (12) is more than 45 years old and is the last building standing of the four that once housed science programs at the College of San Mateo. In 2004, the College undertook construction of a new science facility using local bond funds to accommodate changing programmatic needs and provide safer science facilities. After completion of the new facility, the space in Building 12 was classified as ‘Unassigned’ Room Type 050. As part of the Master Plan for reinvigoration of this campus, it is the intent of the college to renovate this inactive space to serve the growing requirement for multi-discipline lab and lab serve facilities. The existing electrical, plumbing, HVAC, data and security systems have exceeded their life cycle and serviceability. This project seeks to renovate & remodel approximately 8,990 assignable square feet of ‘inactive’ space for instructional and support facilities.

In addition, the project provides elevator upgrades to address accessibility issues.

Total Project Cost: The total estimated project cost is \$4.9 million, with \$3.9 million requested State Capital Outlay funding, supplemented by \$4.1 million in local funds.

Status: The District is preparing to submit an IPP for this project seeking fiscal year 2013-14 funding

COLLEGE OF SAN MATEO BUILDING 19 – EMERGING TECHNOLOGIES CENTER

Project Description: The modernization of Building 19 will allow for the consolidation and centralization of highly active technology programs in Computer Information Science (CIS), Electronics, Engineering, Architecture, Building Technology, and Computer Aided Drafting. The building will support the mission of integrative learning wherein departments actively blend curricula and faculty to bring different disciplines together to work on projects. The Technology building will be home to Engineering, Architecture, Drafting, Electronics, Computer Information Sciences, and Building Inspection. The proximity of these disciplines will provide a unique opportunity to simulate industry's "Architecture, Engineering, and Construction" (A/E/C) process model for both large and small projects.

Students enrolled in programs in this facility will be trained to transfer to more advanced programs in architecture, engineering and building technology at the university level or will be able to join the local Bay Area job market in advanced computer technology, electronics, engineering and building technology fields. The College and the District will form partnerships with local industry to develop more directed areas of study that fit the needs of the local employers and better develop the students' capability toward skilled and professional advancement.

Total Project Cost: The total project cost is \$15 million, with \$10.9 million requested State Capital Outlay funding, supplemented by \$4.1 million in local funds. These are preliminary cost estimates. Detailed cost estimates will be completed prior to final submission of the plan.

Status: The District is updating the FPP submitted last year for this project, and will re-submit the FPP in 2010 seeking fiscal year 2012-13 funding.

SKYLINE COLLEGE BUILDING 1 – CENTER FOR THE ARTS

Project Description: This project proposes to replace the existing Fine Arts building to respond to changes in the educational program on the Skyline campus. This 42 year old building was built for the programs of the 1960s and no longer provides the types and enrollment patterns consistent with the current and projected educational programs and instructional methods for 2010. In addition, during the last decade, a number of projects have been undertaken which involved the relocation of a number of functions on the campus. As a result of these District funded projects, the moves result in the opportunity to repurpose academic spaces in the building in response to the needs of the Fine Arts programs. The theater portion of the building is also included in this project. Specific issues to be addressed include:

- Relocation of the ceramic lab and expansion of the glazing room and the outside yard to address circulation congestion and safety issues. Configuration of new spaces to include appropriate kiln and paint booth areas.
- Relocation of the Photography lab from inadequate and isolated location in Building 2 to this building to improve the functional relationship with other arts programs.
- Relocation of the Social Science and Creative Arts Division office to improve the proximity of the academic leadership to its program point of delivery enhancing access of students to the administrative leadership.

Total Project Cost: The total estimated project cost is \$30.6 million, with \$22.9 million requested State Capital Outlay funding supplemented by \$7.6 million in local funds.

Status: The District is preparing to submit an IPP for this project seeking fiscal year 2013-14 funding.

SKYLINE COLLEGE WORKFORCE DEVELOPMENT AND ECONOMIC PROSPERITY CENTER

Project Description: This project provides a readily accessible integrated service center that responds to the need to link services, benefits, opportunities, and instruction to build on the State's investment in the workforce and economic development and to strengthen the connections of the public to benefits and opportunities that help build personal and community economic sustainability. In particular, it addresses the specific needs of students by linking their educational experience with the job market and long term careers. The services consist of three strands: employment/career services, income/work supports, and financial services/asset building.

This 14,520 ASF facility includes a job placement center, resource libraries, international trade and development center, center for workforce development, and an English language institute. To be located in Building 2, part of the project includes activating 7,897 ASF of unassigned space.

Total Project Budget: The working budget of this project is approximately \$6 million. The requested State funding component is \$4.8 million. The total project cost is \$15 million, with \$10.9 million requested State Capital Outlay funding, supplemented by \$4.1 million of local funding. These are preliminary cost estimates. Detailed cost estimates will be completed prior to final submission of the plan.

Status: An FPP will be submitted by the District for fiscal year 2012-13.

RECOMMENDATION

It is recommended that the Board of Trustees authorize submission of the District's 2012-2016 Five-Year Capital Construction Plan to the California Community Colleges Chancellor's Office, along with related Initial and Final Project Proposals seeking State Capital Outlay Funding.

BOARD REPORT NO. 10-8-102B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

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

ADOPTION OF RESOLUTION NO. 10-12 DECLARING AN EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR PROJECTS AT CAÑADA COLLGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE

The following partial list of potential capital improvement projects requires submission to the State for categorical exemption from applicable sections of the California Environmental Quality Act (CEQA):

Building 1 Physical Education Conversion and Renovation	Cañada College
Building 3 Performing Arts Center Technology and Environmental Modernization	Cañada College
Building 13 Multiple Program Instructional Center Modernization	Cañada College
Electrical Infrastructure Replacement	Cañada College
Renewable Energy Plant	Cañada College
Building 1 Construction	College of San Mateo
Building 7 Facilities Maintenance Center & Corp Yard Modernization	College of San Mateo
Building 8 Gym Modernization	College of San Mateo
Building 12 - Second Floor Modernization	College of San Mateo
Building 19 Emerging Technologies Center Modernization	College of San Mateo
Renewable Energy Plant	College of San Mateo

Building 1 Center for the Arts Construction	Skyline College
Building 2 Workforce Development and Economic Prosperity Center Modernization	Skyline College
Center for Kinesiology and Human Performance Construction	Skyline College
Loma Chica Modernization	Skyline College
Pacific Heights Demolition & North Campus Improvements	Skyline College
Electrical Infrastructure Replacement	Skyline College

The State's planning approval process includes compliance with the reporting requirements in Section 6850 of the California Environmental Quality Act (CEQA). Sections 15301, 15302, 15304, 15311 and 15314 of the CEQA Guidelines provide allowance for categorical exemptions for certain projects. Since all of the sites noted above are either pre-existing or new building construction and work associated with the listed projects will have minimal impact on traffic patterns, local utilities and other related environmental matters, the District seeks Board authorization, by adoption of Board Resolution No. 10-12, to file the necessary Notices of Exemption for each of the projects noted above.

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 10-12, declaring an exemption under the California Environmental Quality Act (CEQA) for the projects listed above, thereby authorizing the District to file and post the necessary notices pursuant to CEQA.

RESOLUTION NO. 10-12**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA****RESOLUTION TO DECLARE AN EXEMPTION UNDER
THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR CERTAIN PROJECTS AT
CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE**

WHEREAS, the San Mateo County Community College District is the Lead Agency for the following Cañada College, College of San Mateo and Skyline College projects;

Building 1 Physical Education Conversion and Renovation	Canada College
Building 3 Performing Arts Center Technology and Environmental Modernization	Canada College
Building 13 Multiple Program Instructional Center Modernization	Canada College
Electrical Infrastructure Replacement	Canada College
Renewable Energy Plant	Canada College
Building 1 Construction	College of San Mateo
Building 7 Facilities Maintenance Center & Corp Yard Modernization	College of San Mateo
Building 8 Gym Modernization	College of San Mateo
Building 12 - Second Floor Modernization	College of San Mateo
Building 19 Emerging Technologies Center Modernization	College of San Mateo
Renewable Energy Plant	College of San Mateo
Building 1 Center for the Arts Construction	Skyline College
Building 2 Workforce Development and Economic Prosperity Center Modernization	Skyline College

Center for Kinesiology and Human Performance Construction	Skyline College
Loma Chica Modernization	Skyline College
Pacific Heights Demolition & North Campus Improvements	Skyline College
Electrical Infrastructure Replacement	Skyline College

and

WHEREAS, the Governing Board of the San Mateo County Community College District has determined that the above projects are exempt from the California Environmental Quality Act (CEQA) under categorical exemptions set forth in CEQA Guidelines 15301, 15302, 15304, 15311 and 15314; and

WHEREAS, the Governing Board of the San Mateo County Community College District has reviewed and considered other school sites within its jurisdiction and determined that the construction sites at Cañada College, College of San Mateo and Skyline College are the appropriate locations for the respective projects listed above; and

WHEREAS, the projects above will provide instructional and student services facilities for the students of the respective sites shown for each project; and

WHEREAS, the projects above will provide facilities for educational purposes that meet State standards and requirements; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Trustees of the San Mateo County Community College District that the projects listed above are declared exempt under the provisions of the California Environmental Quality Act.

REGULARLY PASSED AND ADOPTED this 18th day of August 2010.

Ayes:

Noes:

Attest:

 Dave Mandelkern, Vice President-Clerk
 Board of Trustees

RESOLUTION NO. 10-13

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

**RESOLUTION IN SUPPORT OF PROPOSITION 21, THE STATE PARKS AND WILDLIFE
CONSERVATION TRUST FUND ACT OF 2010**

WHEREAS, every year, there are nearly 80 million visits to California’s 278 state parks; and

WHEREAS, California’s parks, once considered the best in the nation, are falling apart because of chronic underfunding; and

WHEREAS, thousands of scenic acres are closed to the public because of reductions in park rangers and crime has more than doubled; and

WHEREAS, Proposition 21 would provide a stable, reliable and adequate source of funding for the state park system, for wildlife conservation and for increased and equitable access for all Californians; and

WHEREAS, parks protect the state’s wide diversity of plants and animals, preserve an unparalleled collection of historic and cultural assets and provide exciting educational opportunities for young and old alike; and

WHEREAS, funding for the Trust Fund would come from an \$18 annual State Park Access Pass surcharge on all California cars, motorcycles and recreational vehicles that would be collected by the Department of Motor Vehicles as part of the annual vehicle license fee, and California vehicles subject to the State Park Access Pass surcharge and all occupants of those vehicles would receive free day use admission to all state parks throughout the year; and

WHEREAS, the new source of funding for State parks would free up \$150-\$160 million in the General Fund, a portion of which would go toward education;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the San Mateo County Community College District supports Proposition 21, the State Parks and Wildlife Conservation Trust Fund Act of 2010.

REGULARLY PASSED AND ADOPTED this 18th day of August, 2010.

Ayes: Helen Hausman
Richard Holober
Dave Mandelkern
Patricia Miljanich
Karen Schwarz

Noes: 0

Abstentions: 0

Attest: _____
Dave Mandelkern, Vice President-Clerk
Board of Trustees

RESOLUTION NO. 10-14

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

**RESOLUTION IN SUPPORT OF PROPOSITION 24,
THE REPEAL CORPORATE TAX LOOPHOLES ACT**

WHEREAS, economic conditions have exacerbated an on-going state budget structural deficit in California, resulting in a current state budget shortfall of \$19 billion or more; and

WHEREAS, the multi-billion dollar state budget shortfall has forced the Legislature and Governor to propose devastating reductions in funding for basic services including public schools, healthcare and public safety; and

WHEREAS, during the recent state budget disaster legislators and large corporations agreed to provide tax breaks for those corporations without a guarantee that any jobs would be created or saved in California; and

WHEREAS, Proposition 24 stops a small number of large corporations from using unearned tax credits to reduce their taxes, shift current losses to past tax years to get additional tax refunds, and lets businesses choose the way they calculate their taxes in order to reduce what they pay; and

WHEREAS, Proposition 24 would ensure that large corporations pay their fair share during a time when state is making drastic budget cuts to public schools, health care and public safety; and

WHEREAS, Proposition 24 does not hurt California’s small businesses, but simply ensures tax fairness so large corporations are treated the same as everyone else,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the San Mateo County Community College District supports Proposition 24, the Repeal Corporate Tax Loopholes Act.

REGULARLY PASSED AND ADOPTED this 18th day of August, 2010.

Ayes: Helen Hausman
 Richard Holober
 Dave Mandelkern
 Patricia Miljanich
 Karen Schwarz

Noes: 0

Abstentions: 0

Attest: _____

Dave Mandelkern, Vice President-Clerk
Board of Trustees

RESOLUTION NO. 10-15

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

**RESOLUTION IN SUPPORT OF PROPOSITION 25,
THE ON-TIME BUDGET ACT OF 2010**

WHEREAS, economic conditions have exacerbated an on-going state budget structural deficit in California, resulting in a current state budget shortfall of \$19 billion or more; and

WHEREAS, California’s budget has been late each of the last 23 years; and

WHEREAS, Late budgets cost taxpayers millions of dollars, hurt schools and services, damage California’s credit rating and give special treatment to interest groups at the expense of ordinary citizens; and

WHEREAS, Proposition 25 is a simple budget reform that breaks legislative gridlock by allowing a simple majority of legislators to approve the budget, joining 47 other states; and

WHEREAS, Proposition 25 preserves the two-thirds vote required to raise taxes; and

WHEREAS, Proposition 25 is a common sense reform that holds legislators accountable when they don’t do their jobs,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the San Mateo County Community College District supports Proposition 25, the On-Time Budget Act of 2010.

REGULARLY PASSED AND ADOPTED this 18th day of August, 2010.

Ayes: Helen Hausman
Richard Holober
Dave Mandelkern
Patricia Miljanich
Karen Schwarz

Noes: 0

Abstentions: 0

Attest: _____

Dave Mandelkern, Vice President-Clerk
Board of Trustees

RESOLUTION NO. 10-16

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

**RESOLUTION IN OPPOSITION TO PROPOSITION 26,
THE SUPERMAJORITY VOTE TO PASS NEW TAXES AND FEES ACT**

WHEREAS, mitigation fees are imposed on business activities that cause harm to the environment or public health and safety; and

WHEREAS, under current law, a simple majority approval of state or local lawmakers is required to levy these fees; and

WHEREAS, Proposition 26 would reclassify mitigation fees as taxes, which would require approval by two-thirds of the legislature for state fees, or by a majority vote in an election for many local fees; and

WHEREAS, examples of existing fees that would have required a two-thirds vote under Proposition 26 include fees on paint manufacturers to test children for exposure to lead paint, and fees on oil companies to enforce used oil recycling programs; and

WHEREAS, Proposition 26 also imposes the two-thirds approval requirement on fees enacted in 2010 and, according to the Legislative Analyst Office’s non-partisan analysis, this clause would annul the Gas Tax Swap, enacted in March 2010 to alleviate the State’s budget woes; and

WHEREAS, The Legislative Analyst Office’s nonpartisan analysis revealed that annulment of the Gas Tax Swap would eliminate about one billion dollars annually in anticipated revenues from the general fund for schools and other programs;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the San Mateo County Community College District opposes Proposition 26, the Supermajority Vote to Pass New Taxes and Fees Act.

REGULARLY PASSED AND ADOPTED this 18th day of August, 2010.

Ayes: Helen Hausman
 Richard Holober
 Dave Mandelkern
 Patricia Miljanich
 Karen Schwarz

Noes: 0

Abstentions: 0

Attest: _____

Dave Mandelkern, Vice President-Clerk
Board of Trustees

BOARD REPORT 10-8-107B

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

**AUTHORITY TO EXECUTE AN AGREEMENT WITH SUNGARD HIGHER EDUCATION
FOR A DEGREE AUDIT SYSTEM**

The Board of Trustees awarded a contract to SCT (now known as SunGard Higher Education) for administrative information systems on October 31, 1990. Since then, SunGard Higher Education (SHE) has made substantial enhancements and improvements to these systems and has developed new products, which are tightly integrated with the Banner administrative systems currently used by the District. It is recommended that the District now acquire DegreeWorks and TreQ.

DegreeWorks is a product family that, at its core, provides an audit of academic progress and serves as a platform for advising, while providing students with the ability to plan their program of study, and providing institutions with planning data for future course offerings. DegreeWorks includes optional components for transfer articulation and the electronic receipt of academic records.

DegreeWorks will provide our Colleges with a comprehensive set of web-based academic advising and degree audit tools to help students and advisors negotiate an institution's graduation requirements. Its robust academic planning tools and real-time counseling capabilities help advisors provide students with consistent and meaningful direction.

Audit worksheets have easy to understand advice on what a student has to do to complete his/her degree or certificate program. DegreeWorks also lets students and advisors formulate detailed educational plans for unlimited future terms. The Student Education Planner within DegreeWorks provides a personalized registration plan for each student that is discipline and course number-specific, as well as term-specific. The Student Education Plan meets the mandates that many states have introduced which require students, particularly at the community college level, to have a plan for graduating.

Advisor note capabilities help faculty and advising staff clearly articulate their advice, with these notes following students from advisor to advisor. Advisors and students see student records in real time, rather than viewing out-of-date information, and can include in-progress classes in their planning and advising. Online substitutions, waivers, and exception processing is available as well, with such decisions remaining readily accessible online.

DegreeWorks is built around a set of powerful web services that guide students through complex degree requirements, helping them negotiate the most effective path to graduation. Specific requirements are defined within DegreeWorks using the Scribe component, which is a flexible, extensible, language-based tool for defining curriculum rules.

DegreeWorks has a popular “What If” feature which allows students to quickly evaluate their academic standing should they opt to change to different majors or other programs. “Look Ahead” capabilities allow students to see how their academic progress is impacted when they select to enroll in certain courses over others, and multiple GPA calculators allow students to determine how well they have to perform to achieve their goals. The Curriculum Planning Assistant (CPA) is a data store of audit data that can be accessed with any SQL-compliant reporting tool. Reports generated against the CPA data store provide a variety of metrics for determining course and facility demand, assessing graduation progress, and monitoring to see that students are enrolling in courses which allow them to achieve their degree goals.

TreQ is an optional component of DegreeWorks that manages formal articulation agreements and allows *ad hoc* equivalencies to be recorded. The web-based interface for transfer students, called WebTreQer, allows prospective applicants to input their academic record from one or more institutions and have that work immediately articulated and then audited by DegreeWorks in a What If mode. WebTreQer provides unofficial advice that can be used for decision making by applicant prospects. It also allows currently enrolled students to identify sanctioned classes at other schools that will be recognized as contributing to their continued academic progress. To summarize the functionality of these tools:

For students, DegreeWorks and TreQ:

- Provide real-time advice and counseling
- Support multiple Student Education Plans
- Give students more control and responsibility for their course of study
- Allow students to play “what-if” scenarios
- Speed time to graduation
- Provide intuitive web access to self-service capabilities
- Streamline the graduation process
- Allow direct access to multiple related services and advice through hyperlinks to catalog information, class schedules, transcripts, and FAQs

For advisors, DegreeWorks and TreQ:

- Support real-time delivery of academic advice through intuitive web interfaces
- Minimize errors through the use of consistent education plans
- Support more timely degree certification
- Reduce paperwork and manual program check sheets
- Support and monitor unique program changes
- Support consistent and accountable academic advising

The District began negotiating with SHE to acquire these systems in May 2010. The list price and discounts are shown in the table below:

Software Product	License Fee
DegreeWorks	\$94,000
TreQ	\$47,000
Oracle DBMS (2 processor license plus 5 named users)	\$19,601
Subtotal	\$160,601
DISCOUNT	(\$80,550)
Total Discounted License Fees	\$80,051

The cost of maintenance and support for a period of 29 months is \$32,349. The quote from SHE for implementation services and training included 1,206 hours at an hourly rate of \$180/hour for a total of \$217,080. The costs of the implementation services and training can be substantially reduced by using qualified consulting resources from Strata Information Group at \$125/hour, a savings of \$66,330.

In addition, there are travel costs for the onsite consulting visits. It is estimated that six trips will be required and are estimated to cost \$1,500 per trip.

The source of funding for these systems, extended maintenance, training and implementation services will be Measure C.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Executive Vice Chancellor to execute an agreement with SunGard Higher Education for the DegreeWorks and TreQ product licenses in the amount of \$80,051, maintenance and support services for the period September 1, 2010 through January 31, 2013, and implementation and training services not to exceed \$226,080 plus applicable sales taxes.

BOARD REPORT NO. 10-8-108B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: James W. Keller, Executive Vice Chancellor, 358-6790

**APPROVAL OF COMMUNITY COLLEGE LEAGUE OF CALIFORNIA (CCLC)
MEMBERSHIP DUES, 2010-11**

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 California Community College Athletic Association (CCCAA) which is a part of the CCLC. For 2010-11, the total being assessed by CCLC/CCCAA for the District's annual membership is \$44,325.75.

Payment of the CCLC portion of the dues (\$32,862) is prorated among the Board of Trustees, the Chancellor's Office, and the three Colleges. Payment of the CCCAA portion of the dues (\$11,463.75) 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 California Community College Athletic Association, in the amount of \$44,325.75 for 2010-11.

BOARD REPORT NO. 10-8-109B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Barbara Christensen, Director of Community/Government Relations, 574-6510

**APPROVAL OF DISTRICT RESPONSE TO THE GRAND JURY REPORT ON “SCHOOL BOND
CITIZENS’ OVERSIGHT COMMITTEES”**

On July 13, 2010, the 2009-2010 Grand Jury filed a report which contains findings and recommendations pertaining to the District, along with eight other districts in the County which have voter-approved bonds and functioning Citizens’ Oversight Committees. A copy of the Grand Jury’s report is attached as Exhibit A.

The District is required to respond to the findings in the report no later than October 12, 2010 and the response must be approved by the Board of Trustees. The response must indicate that the respondent either (1) agrees with the finding, or (2) disagrees wholly or partially with the finding, in which case the response must specify the portion of the finding that is disputed and an explanation of the reasons for the disagreement.

In addition, the District must report one of the following actions regarding each Grand Jury recommendation:

1. The recommendation has been implemented, with a summary regarding the implemented action.
2. The recommendation has not yet been implemented, but will be implemented in the future, with a time frame for implementation.
3. The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a time frame for the matter to be prepared for discussion; the time frame shall not exceed six months from the date of publication of the Grand Jury report.
4. The recommendation will not be implemented because it is not warranted or reasonable, with an explanation therefore.

District staff has prepared a proposed response which disagrees partially with the Grand Jury’s recommendations; this is the first time the District has disagreed with any recommendations by a Grand Jury. A copy of the District’s proposed response, explaining the reasons for the disagreements, is attached as Exhibit B. The response also addresses the recommendations with which the District agrees.

The District Bond Oversight Committee has reviewed the response and did not recommend any changes to it.

RECOMMENDATION

It is recommended that the Board approve the District’s response to the Grand Jury Report on “School Bonds Citizens’ Oversight Committees.”



School Bond Citizens' Oversight Committees, Prop 39

Issue

Are San Mateo County school district Proposition 39 Citizens' Oversight Committees effective?

- Can they make a difference by insuring that bond money is spent effectively?
- Can cost overruns be avoided?
- Can they ensure fraudulent practices or mismanagement of bond funds do not occur?

Background

On November 7, 2000, California voters approved Proposition 39, the Smaller Classes, Safer Schools and Financial Accountability Act. The measure required a 55% voter approval and specified accountability requirements for school construction bond measures, including requirements for certain types of audits.

Proposition 39 requires school districts that pass Proposition 39 bonds to seat a Citizens' Oversight Committee (COC) to assure the community that bond funds are expended in the fashion outlined in the district's bond resolution. The COC must meet at least once a year and inform the public about the expenditure of bond revenues. The COC shall actively review and report on the proper expenditure of taxpayers' money for school construction.

The California Legislature passed and Governor Davis signed, Assembly Bill 1908 which provided additional requirements relative to school district general obligation bond elections. Those requirements included provisions for school districts conducting Proposition 39 elections to have a COC as required by Education Code Sections 15278, 15280, and 15282¹.

The COC shall advise the public as to whether a school or community college district is in compliance with the requirements of California Constitution article XIII A, section 1, subdivision (b), paragraph (3). The COC shall consist of at least seven members to serve for a term of two years without compensation and for no more than two consecutive terms. The committee should be comprised as follows:

- One member shall be active in a business organization representing the business community located within the district
- One member shall be active in a senior citizens' organization
- One member shall be active in a bona fide taxpayers' organization

¹ www.calboc.org/images/Education_Code_Sections_15278-15282.pdf

- For a school district, one member shall be either a parent or guardian of a child enrolled in the district and active in a parent-teacher organization such as the Parent Teacher Association. For a community college district, one member shall be a student who is both currently enrolled in the district and active in a community college group such as student government.

COC members under Government Code 1099 and 1125 are prohibited from any conflict of interest including, but not limited to, being employed by the district or being a member of a commission or committee with overlapping responsibilities.

During the past five years two San Mateo County (SMCo) School Districts with Proposition 39 bond funded construction have had serious financial and performance problems. Previous San Mateo County Civil Grand Juries issued two reports critical of school district construction practices².

Investigation

The 2009-2010 San Mateo County Civil Grand Jury (Grand Jury) reviewed two sections of Proposition 39 that require school districts that pass Proposition 39 bond issues to establish and appoint an independent citizens' oversight committee.

Of the 24 school and community college districts in San Mateo County, the following nine currently have voter-approved bonds and functioning Citizens' Oversight Committees:

- San Mateo Union High School District
- Millbrae Elementary School District
- Las Lomas Elementary School District
- La Honda-Pescadero Unified School District
- Jefferson Union High School District
- Hillsborough City Elementary School District
- Burlingame Elementary School District
- Belmont-Redwood Shores School District
- San Mateo County Community College District

The Grand Jury surveyed all San Mateo County school districts including the nine listed above that currently have Proposition 39 voter approved bonds and asked for copies of COC charters/bylaws and lists of committee members. The purpose of the survey was to ensure that COCs were established as prescribed in Proposition 39 and to review the COC's charters and bylaws.

The Grand Jury interviewed SMCo School District personnel and COC members from five of the nine districts with active COC's to determine the effectiveness of the COCs.

² "School Construction Management in San Mateo County," 2004-2005 San Mateo County Civil Grand Jury report. "School Construction Management in San Mateo County," 2006-2007 San Mateo County Civil Grand Jury report.

Additionally, the Grand Jury reviewed the June 2009 Little Hoover Commission report "Bond Spending: Expanding and Enhancing Oversight"³ and information on the California League of Bond Oversight Committee website.⁴

Findings

1. All SMCo School Districts that have current Proposition 39 voter approved bonds have established COCs and bylaws for oversight committees as required by Proposition 39. Additionally the Grand Jury learned that COCs:
 - a. Have charters and bylaws that have been developed by the School District Boards.
 - b. Are chartered to review and report to the public on the proper expenditures of approved bond projects as outlined in the bond resolution and to report on the efficiency of the expenditures.
 - c. Are not involved in the approval of projects, the selection of contractors or vendors or the approval of construction contracts. According to State legislation, COCs review and report on expenditures after they have been made.

2. The Grand Jury investigation learned from COC members interviewed that:
 - a. A few COC members viewed their function as irrelevant because they review projects and expenditures after projects have been approved and monies spent to pay for the construction.
 - b. Most COCs interviewed meet four times per year. COCs are required by the Education Code to meet only once a year. COC members and school district personnel interviewed believe that meeting one time a year was ineffective and agreed that four meetings a year should be the minimum. One member interviewed stated they met six times during the year because they felt that with construction underway and expenses being incurred on a regular basis, additional meetings were required.
 - c. Most COC members interviewed recommended that members should know how to read a financial report and have a working knowledge of bonds and construction.
 - d. Most COC members interviewed stated that there is little to no public participation or attendance at COC meetings.
 - e. Some of the COC members interviewed admit they didn't know or understand what they are reviewing when presented with the bond expenditure reports. These reports are provided by district administration within 72 hours of a COC meeting, as required by the Brown Act.
 - f. One school district developed a process that kept the COC well informed in the planning, design and construction process.
 - g. Some COC members feel that voter approved bond resolution language is often ambiguous and requires legal interpretation.

³ The Little Hoover Commission created in 1962 as an independent and bipartisan state agency charged with making recommendations to the governor and Legislature on ways to make state programs more efficient and effective.

<http://www.lhc.ca.gov/reports/listall.html>

⁴ <http://www.calboc.org>

3. The Grand Jury found that some school districts were not timely in putting agendas, minutes, bond money expenditures, and approved projects on their websites. In most cases the information was not readily accessible or easy to find.
4. The president and co-founder of the California League of Bond Oversight Committees, Michael Day, told the Little Hoover Commission that local oversight committees often are not made aware of the important role they can play, the power that they have and the statutory authority that guides their activities. Committee members generally are not well-trained. In testimony to the Little Hoover Commission, Mr. Day said that “they don’t know what they are supposed to do, what they may do, what they may not do. Largely they receive their instructions from the organization they are supposed to oversee. Not conducive to good oversight.”⁵
5. Some school districts failed to periodically review the employment and membership on local government commissions and committees to determine that all COC members are compatible in their status as outlined in California Government Codes 1099 and 1125 regarding potential conflict of interest.
6. Two interviewees said there would be value to COC members meeting with the project architect to better understand project scope.

Conclusions

The 2009-2010 San Mateo County Civil Grand Jury concludes that:

1. COCs in themselves cannot ensure that bond money is spent effectively, cost overruns are avoided and fraudulent practices or mismanagement of funds do not occur because their review occurs after spending and other project decisions are made. Their role is to discover and bring to public light issues related to school bond spending and cost efficient project management as an outcome of the questioning during the review process.
2. The process to select and appoint qualified COC members does not guarantee that persons with the required expertise will be selected. In some districts it was found that it was difficult to recruit qualified candidates, resulting in some districts not having all the required candidates by category.
3. At the time the Grand Jury began this investigation, in many instances the information posted on school district websites was not timely or sufficient and in some cases it was difficult to find because there were no links on their web homepages that could be identified. At the conclusion of this investigation, most school districts had updated their websites and now the information is easier to locate.

⁵ June 2009 Little Hoover Commission report *Bond Spending: Expanding and Enhancing Oversight*

4. The stated intent and purpose of COCs is to be an “oversight” committee. The term oversight could be misleading to public expectations since it may imply erroneously that oversight is exercised in advance of expenditures.
5. It would be valuable for COC members to meet with the architect to better understand project scope.
6. A Citizen’s Oversight Committee (COC) in itself **cannot** ensure that bond money is spent effectively, cost overruns are avoided or ensure that fraudulent practices or mismanagement of bond funds does not occur since it is not involved in planning or approving of school construction projects or expenditures. But a COC **can** and should play an important oversight role and protect the public by diligently reviewing expenditures after they are made to ensure they are only for projects approved by the voters and that such expenditures are cost effective and then reporting their findings to the public.
7. At least one school district includes in its COC bylaws a provision allowing the district to remove a COC member without cause. Such a provision could threaten the needed independence of the COC member providing oversight that may be critical of the district. It should be noted that such provisions are common practice in public committees.
8. The failure of some school districts to periodically review COC members’ employment and membership on local government commissions and committees, to determine that all are compatible in their status as outlined in Government Codes 1099 and 1125, could lead to conflicts of interest.

Recommendations

The 2009-2010 San Mateo County Civil Grand Jury recommends that:

1. The Boards of Trustees of the Millbrae Elementary, Las Lomas Elementary, La Honda-Pescadero Unified, Hillsborough City Elementary, Burlingame Elementary, Belmont-Redwood Shores School Districts, the Jefferson Union and San Mateo Union High School Districts and the San Mateo County Community College District School District, which all have voter approved construction bonds, should:
 - a. Appoint members to fill the various COC categories who have experience or working knowledge of building and construction, fiscal or financial background and an understanding of school bonds. The Grand Jury acknowledges that in some school districts it may be difficult to identify qualified candidates who are willing to serve.
 - b. Clearly communicate to candidates for COC membership the role and responsibility of the local oversight committees.
 - c. Require in COC bylaws that COCs meet at least four times per year.

- d. Exhibit greater acceptance of and a willingness to act upon input from COCs. COCs should be encouraged to ask more clarifying questions in order to promote a transparent process.
 - e. Arrange for COC members to meet with the project architect.
 - f. Provide COCs with quarterly reports outlining:
 - i. Proposed project budgets and timelines for voter approved bonds
 - ii. Actual to budget expenditures on open projects covered under voter approved bonds
 - iii. Percent of “on time” completion of open projects covered under voter approved bonds
 - g. Improve the procedures that provide formal, periodic and timely reports to the community regarding COC findings, bond projects and approved expenditures.
 - h. Publish a quarterly newsletter or use other media to update the community on bond projects and approved expenditures.
 - i. Ensure that COC bylaws prohibit the School District from removing a COC member, except for cause.
 - j. Periodically review the status of COC members to ensure compliance with Government Codes 1099 and 1125.
 - k. Require COC members and School District Board members to study and familiarize themselves with the 2009 Little Hoover Commission Report “Bond Spending: Expanding and Enhancing Oversight”.
2. The San Mateo County Office of Education, all School Districts in San Mateo County (through the San Mateo County School Boards Association), and the San Mateo County Community College District.
- a. Develop and provide mandatory independent training for bond Citizen’s Oversight Committee members.
 - b. Develop and host a website with easy-to-access training materials and easy-to-understand descriptions of the roles and responsibilities of the local citizens’ oversight committee members. The website should include an online training course.

August xx, 2010

The Honorable Clifford V. Cretan
Judge of the Superior Court
Hall of Justice
400 County Center; 2nd Floor
Redwood City, CA 94063-1655

Dear Judge Cretan,

The San Mateo County Community College District has read the Grand Jury's report on "School Bonds Citizens' Oversight Committees" and disagrees partially with the recommendations.

In Recommendation #1, the District agrees with and District policy and procedures conform to recommendations 1 a-d.

The District disagrees with Recommendation 1e--arranging for the Bond Oversight Committee (BOC) to meet with the project architect. The BOC is charged by State law to 1) ensure that bond proceeds are spent only for construction, reconstruction, rehabilitation or replacement of District facilities, including the furnishing and equipping of facilities or the acquisition or lease of real property, in compliance with the specific projects listed in the bond measure and 2) ensure that no funds are expended for teacher or administrator salaries or other operating expenses. The Committee is not charged with advising on which construction projects are undertaken, the cost of projects, design issues, or any other aspect of the facilities program. Given this, we believe that meeting with the architects is not consistent with State law. The District's BOC is regularly invited to construction sites to review the progress of projects and project managers are available to answer any questions that Committee members may have.

Additionally, in our District, there are dozens of projects involving dozens of architects; arranging for the BOC to meet with each architect would be time consuming and expensive, due to the fact that the District would need to pay for the architects' time and travel (some architects are not local).

The District will not implement Recommendation 1e.

The District agrees with and District policy and procedures conform to Recommendation 1f.

The District disagrees with Recommendation 1g and h, regarding "periodic" reports on budgets and timelines, etc. and publishing a quarterly newspaper because this is not required by State law and would be costly and time-consuming to implement. Bond Oversight Committees are required to comply with the Brown Act and, therefore, all meetings are open to the public. In our District, we send copies of BOC committee agendas to the local press and put the agendas and all reports to be discussed by the committee on the District's web page. Meetings are open to the public and all agendas include a time for members of the public to address the BOC about any issue. State law requires one annual report and requires that it be posted on the District's web page. We believe

that these actions provide adequate notification to the public and adequate opportunity for the public to be informed about the District's facilities program and use of bond funds. The District does not have the staff time or money to provide services beyond what State law requires.

The District will not implement this recommendation.

The District agrees with Recommendations 1i-k, and District policy and procedures conform to these recommendations.

The District agrees with Recommendations #2 a and b; District procedures are consistent with Recommendation 2a (mandatory training for BOC members) and stands ready to assist with implementation of Recommendation 2b (development of web-based training materials and descriptions of the role and responsibilities of BOC), which we believe should be spearheaded by the County Office of Education or, as suggested by the Little Hoover Commission, should be developed by the State Allocation Board and California Community Colleges for statewide distribution.

New Bond Oversight Committee members meet with the Chair of the Committee, the District employee who is staff to the Committee and with the Vice Chancellor for Facilities and Maintenance for an overview of the role and responsibilities of the BOC. They are also provided with a binder that includes 1) Rules and Regulations governing the BOC; 2) a copy of Proposition 39 and AB 1908, which established Bond Oversight Committees; 3) information on the Brown Act; 4) Conflict of Interest rules from the FPPC; and 5) copies of past financial reports, financial and performance audits, minutes and agendas and other reports from BOC earlier proceedings. All of these materials are also discussed with the BOC Chair.

This report was reviewed by the District's Bond Oversight Committee on July 27, 2010 and was approved by the Board of Trustees of the San Mateo County Community College District at its meeting on xx/xx/xx.

Sincerely,

Ron Galatolo
Chancellor

San Mateo County Community College District

August 18, 2010

BOARD REPORT NO. 10-8-110B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

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

APPROVAL OF REVISION TO DISTRICT CONFLICT OF INTEREST CODE

The attached Conflict of Interest Code was adopted by the Board in May 1986 and has subsequently been revised in 1990, 1994, 2000, 2002 and 2006. Since the last revision, one position designated under the Code as a position that is required to file a Statement of Economic Interest has been eliminated. This makes it necessary for the District to revise Appendix A of the Code. The proposed revision is attached. Following adoption of this revised Code by the Board of Trustees, it will be filed with the San Mateo County Board of Supervisors, as required by State law.

RECOMMENDATION

It is recommended that the Board approve the attached revision of the District Conflict of Interest Code.

**CONFLICT OF INTEREST CODE OF THE
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

The Political Reform Act, Government Code Section 8100, et. seq., requires state and local government agencies to adopt Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Adm. Code Section 18730, which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice hearings. Therefore, the terms of 2 Cal. Adm. Code Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the San Mateo County Community College District (Hereinafter "Agency").

Pursuant to Section 18730(b)(4)(B) of the Standard Code, all designated employees shall file statements of economic interests with the agency, which shall make and retain a copy and forward the originals to the code reviewing body, which shall be the filing officer.

As directed by Government Code Section 82011, the code reviewing body is the Board of Supervisors for the County of San Mateo. Pursuant to Title 2, Division 6 of the California Administrative Code, Section 18277, the County Clerk for the County of San Mateo shall be the official responsible for receiving and retaining statements of economic interests filed with the Board of Supervisors.

DESIGNATED CATEGORIES

CATEGORY 1. A designated employee assigned to Category 1 is required to disclose investments that may foreseeably be materially affected by any decision made or participated in by the designated employee.

CATEGORY 2. A designated employee assigned to Category 2 is required to disclose interests in real property that may be materially affected by any decision made or participated in by the designated employee.

CATEGORY 3. A designated employee assigned to Category 3 is required to disclose any business entity that may be materially affected by any decision made or participated in by the designated employee.

CATEGORY 4. A designated employee assigned to Category 4 is required to disclose any business entity in which the designated employee is a director, officer, partner, trustee, or holds any position of management that may be materially affected by any decision made or participated in by the designated employee.

APPENDIX A

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
DESIGNATED OFFICIALS AND EMPLOYEES**

Designated Positions	Disclosure Category
Board of Trustees	1,2,3,4
Chancellor-Superintendent	1,2,3,4
Executive Vice Chancellor	1,2,3,4
Vice Chancellors	1,2,3,4
College Presidents	1,2,3,4
Executive Director, Facilities, Maintenance and Operations	1,2,3,4
Consultants*	1,2,3,4
Director of Community/Government Relations	1,2,3,4
All Other Administrators	1,3,4
Bookstore Managers	1,3,4
Senior Bookstore Buyer	1,3,4
Coordinators of Student Activities	1,3,4
Coordinators of Library Services	1,3,4
Buyers and Senior Buyers, Purchasing	1,3,4

* The Chancellor, or designee, shall review the duties and authority of all consultants retained by the District. Those consultants who, within the meaning 2 CA. Code of Regulations 18700(a)(2) are required to file statements of economic interests, shall do so. During each calendar year, the District shall maintain a list of such consultants for public inspection in the same manner and location as this Conflict of Interest Code.

Nothing herein excuses any consultant from any other provision of the Conflict of Interest Code, specifically those dealing with disqualification.

August ~~2006~~ 2010