

AGENDA
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES STUDY SESSION
April 9, 2014, 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 3401 CSM Drive, San Mateo, CA 94402.*
- *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three day notice. For further information, contact the Executive Assistant to the Board at (650) 358-6753.*
- *Regular Board meetings are recorded; recordings 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

14-4-1 [Minutes of the Regular Meeting of March 26, 2014](#)

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

14-4-1A [Approval of Personnel Actions: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel](#)

INFORMATION REPORTS

14-4-1C [Review of Board Core Values and Principles, 2014](#)

14-4-2C [Review of Proposed Board Goals for 2014-15](#)

14-4-3C [Report on Districtwide Health Services](#)

RECESS TO CLOSED SESSION

1. Closed Session Personnel Items

- A. Public Employment: **Cañada College** – Office Assistant II, Student Services; **College of San Mateo** – Cosmetology Aide, Business/Technology; Mathematics Instructor, Math/Science; **District Office** – Maintenance Engineer, Facilities; Network Engineer, ITS
- B. Public Employee Discipline, Dismissal, Release

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
March 26, 2014, San Mateo, CA**

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

Board Members Present: President Karen Schwarz, Trustees Richard Holober, Dave Mandelkern and Tom Mohr, Student Trustee David Zay Latt

Others Present: Chancellor Ron Galatolo, Deputy Chancellor Jim Keller, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College President Larry Buckley, District Academic Senate President Diana Bennett

Pledge of Allegiance

President Schwarz announced that Vice President Miljanich was out of town and unable to attend the meeting.

DISCUSSION OF THE ORDER OF THE AGENDA

President Schwarz suggested that agenda items 14-3-5C and 14-3-6C be postponed and considered at a future meeting when all Board members are present. Trustee Holober suggested that item 14-3-2B also be postponed. There were no objections from Board members.

MINUTES

It was moved by Trustee Holober and seconded by Student Trustee Latt to approve the revised minutes of the Board Retreat of February 1, 2014. The motion carried, all members voting "Aye."

It was moved by Trustee Mandelkern and seconded by Trustee Mohr to approve the minutes of the Regular Meeting of February 26, 2014. President Schwarz asked that her statement that she served as a judge at a County Science Fair be changed to state that she served as a volunteer. The motion to approve the minutes as amended carried, all members voting "Aye."

It was moved by Trustee Mandelkern and seconded by Student Trustee Latt to approve the minutes of the Study Session of March 12, 2014. The motion carried, all members voting "Aye."

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo introduced Eugene Whitlock, the new Vice Chancellor of Human Resources and Employee Relations.

Skyline College President Stanback Stroud reminded those in attendance that the President's Breakfast will be held tomorrow; the event raises funds for the President's Innovation Fund. President Stanback Stroud said Skyline College hosted a successful Rock the School Bells conference which provided a series of workshops, including the use of Hip Hop pedagogy to connect with students. The Youth Entrepreneurship Program competition is currently underway; the program is funded by the President's Innovation Fund. Skyline College student Irene Yim received a Coca Cola scholarship; the scholarships are awarded to students who demonstrate outstanding academic achievement and significant campus and community engagement.

College of San Mateo President Claire distributed copies of the Summer 2014 Schedule of Classes. He said the College continues to receive positive comments from the community about the newsprint format. The schedule includes a Student Success Story focusing on Dee Dee Pickard who is the editor of an Honors Program newsletter which was also distributed by President Claire. On June 7, College of San Mateo will once again host Jazz on the Hill. Last year, approximately 5,000 people attended this event. The College hosted the Pacific Islander Youth Conference which was attended by more than 750 high school students.

Cañada College President Buckley said that more than 300 people attended the lecture and book signing by author Amy Tan. During her presentation, Ms. Tan mentioned the thoughtful review of her latest book presented by Trustee Mohr at a reception preceding the lecture. Cañada College hosted the first annual Colt Classic baseball challenge; Cañada College defeated Skyline College to win the Golden Horseshoe trophy. Laura Rankin has been named to the Phi Theta

Kappa Coca Cola Community College Academic Team and will receive a \$1,500 scholarship. Ms. Rankin volunteers at the “San Francisco City Impact in the Tenderloin” ministry. Cañada College student Sir Wade Neistadt received a national award in the Campus MovieFest competition for his short film, *Kerfloey*. He will attend the Cannes Film Festival in France, where his film will be featured. Dr. Andrés Roemer, Consul General of Mexico in San Francisco, will provide the commencement address in May.

Deputy Chancellor Keller said the Colleges have produced a number of grant applications, including a Districtwide grant application to develop career pathways for K-12 students under AB 86.

District Academic Senate President Bennett said District leaders attended a meeting of Area B of the Academic Senate in preparation for the upcoming plenary session. There will be an election in May for the 2014 District Academic Senate president.

Alaa Aissi, President of the Associated Students of Cañada College (ASCC), said ASCC currently has 16 senators, along with a new Vice President and Treasurer. There are four new clubs this semester. ASCC is partnering with the Classified Senate and Earth Day to raise funds for the Cannes Film Festival at which Mr. Neistadt’s film will be featured. Spring events included a New Year’s Celebration; Popcorn and Pop Quizzes; Spring Leadership Retreat; “Spread the Love” fundraisers and Teddy Bear collection; African American Heritage Month; advocacy training by former Redwood City Mayor Alicia Aguirre; and attendance at the United States Student Association Legislative Conference in Washington, D.C. Upcoming events include “World in a Cup” which will focus on multicultural activities; Preview Day; Earth Day; and Leadership Awards.

President Schwarz thanked Ms. Aissi and said her presentations have always been enlightening. She asked Ms. Aissi about her plans for the future. Ms. Aissi said she has been accepted to UC Davis, UC Santa Barbara, UCLA and UC Berkeley. She has completed more than 72 units and will earn an Associate Degree in Political Science this year. Trustee Mandelkern congratulated Ms. Aissi and said she will do well wherever she goes. Trustee Mohr said student leaders and student activities are very important and said Ms. Aissi has led extremely well. Ms. Aissi thanked Middle College teacher Jen Petroelje, Student Life and Leadership Manager Misha Maggi, and President Buckley for their support.

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES: CSM LEARNING CENTER-AN ON-CAMPUS ACADEMIC SUPPORT COMMUNITY (14-3-2C)

College of San Mateo Vice President of Instruction Sandra Comerford introduced Jennifer Taylor-Mendoza, Interim Dean of Academic Support & Learning Technologies, and Ron Andrade, Interim Learning Center Manager. Dean Taylor-Mendoza said the Learning Center is one of 12 learning support centers at the College. The Learning Center is staffed completely by peers, employing more than 35 students. It provides a safe environment for students to receive academic support. The Learning Center opened in fall 2011 and served 798 unduplicated students that year. Usage has increased and in fall 2013, the Center served 5,007 unduplicated students. Mr. Andrade said the percentage of students from underrepresented ethnic groups who visit the Learning Center is greater than their representation on campus.

Dean Taylor-Mendoza said the presentation tonight will focus on three Learning Center programs and Services: Peer Tutoring, Pathway to College, and Supplemental Instruction.

Peer Tutoring: The Learning Center has a certified tutoring program, with tutoring being offered across disciplines. The program is in its fourth semester and the number of students using the tutoring service has increased from 316 in fall 2012 to 367 in fall 2013. Tutoring hours have also increased, from 557.4 in fall 2012 to 929.3 in fall 2013. Data shows that the students who receive tutorial support do better in their studies.

Pathway to College: Mr. Andrade said Pathway to College is a two-week summer program geared toward recent high school graduates who have been placed into basic skills math or English. The program offers workshops on how to be a successful college student and also provides instruction in math and English. Data on students in the Pathway program shows that the 2012-13 cohort completed math at a rate higher than the general student population. Persistence rates were 65% for the 2012 cohort and 85% for the 2013 cohort. For the most recent group, a student mentoring program was added.

Supplemental Instruction: Mr. Andrade said this program utilizes peer tutors who attend classes alongside the students with whom they are working. They meet several times per week to direct study groups in traditionally difficult courses, working on strategies to comprehend course material and how to study the material. Math has been using the program for six semesters. Economics, Philosophy and Anatomy were added for the spring 2014 semester. The fall semester will include the current courses plus Art History, English and ESL. Dean Taylor-Mendoza said Reading Apprenticeship, which focuses on reading strategies, has been incorporated into both Peer Tutoring and Supplemental Instruction.

Dean Taylor-Mendoza said the Learning Center has created partnerships with Student Services, Associated Students, instructional programs, and the other learning support centers. She said they all are focused on student success.

Trustee Holober thanked the presenters. He said this is the type of program that is important and should grow and flourish. He asked if data indicates who is taking advantage of the services offered, i.e. is the program reaching the students who need support the most. Mr. Andrade said the program is reaching those students. He said the research is capturing data on who uses the Learning Center by ethnic group, full-time vs. part-time students, and GPAs. Dean Taylor-Mendoza said data shows that older students, those with different learning abilities, and those from underrepresented groups are using Learning Center services.

Trustee Mohr said the data collection is outstanding. He said he believes the Supplemental Instruction program is a critical effort because it encourages students to talk with and listen to each other and helps them understand the subject in a meaningful way. Trustee Mohr asked how the other eleven learning support centers work. Dean Taylor-Mendoza said it has taken approximately two years for the learning support centers to come together as a group to strategically align services. She said that if students want to have a peer experience, they come to the Learning Center; if they want to see faculty regarding their particular discipline, they go to one of the other learning support centers. Dean Taylor-Mendoza said faculty, staff and administrators see the value in all of the centers and work together. District Academic Senate President Bennett said faculty are excited about the Learning Center and find it very helpful.

Student Trustee Latt said the Learning Center is an outstanding program which provides opportunities for students to learn from one another outside of class in a way that is not intimidating.

President Schwarz said she is impressed with the increased usage of the Learning Center and with the cooperation among the learning support centers. She said there are many resources available to students but they often do not know where to go for help. She said the Learning Center can help students directly and can also refer them to other resources.

Chancellor Galatolo said that when College Center was being designed, President Claire and Professor Jeremy Ball, who was then District Academic Senate President, brought forward the concept of a Learning Center. He said the success of the Learning Center exceeds the original vision for students' capacity to learn outside of the classroom. He applauded President Claire and Professor Ball for their vision, along with tonight's presenters for bringing the vision to fruition and the Board for supporting the program. President Claire said the next step will be to work with high schools to develop a set of data on each student and place the student into services depending on his/her needs. Trustee Mohr said being well-connected to the high schools is very important in terms of student success.

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 (14-3-1A)

It was moved by Trustee Holober and seconded by Trustee Mandelkern to approve the actions in the board report 14-3-1A. The motion carried, all members voting "Aye."

RE-EMPLOYMENT OF CONTRACT AND REGULAR FACULTY FOR THE 2013-14 ACADEMIC YEAR (14-3-2A)

It was moved by Trustee Mandelkern and seconded by Trustee Holober to approve the actions in the board report. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA

President Schwarz said the consent agenda consists of Board Reports 14-3-1CA and 14-3-2CA as listed on the agenda. It was moved by Trustee Mohr and seconded by Trustee Holober to approve the items on the consent agenda. The motion carried, all members voting “Aye.”

Other Recommendations

ADOPTION OF RESOLUTION NO. 14-3 REGARDING THE ACCREDITING COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES (ACCJC) (14-3-2B)

It was moved by Trustee Holober and seconded by Trustee Mohr to approve adoption of Resolution No. 14-3. Student Trustee Latt said the District Student Council discussed the resolution and is considering passing a similar resolution.

Trustee Mandelkern said the resolution is well-written and he will be happy to support it. Trustee Mohr said the resolution grasps all areas of concern. Trustee Holober agreed that the resolution is well-written. He pointed out a misspelling in the resolution which will be corrected.

Trustee Holober asked for an explanation regarding the issue with Generally Accepted Accounting Principles. Executive Vice Chancellor Blackwood said ACCJC uses a standard for funding other post-employment benefits that requires colleges to have a reasonable plan and to put money aside in accordance with the plan. However, Generally Accepted Accounting Principles and GASB standards require entities to recognize the liability but not to fund it. The ACCJC standard makes it difficult for colleges, especially in times of budget cuts, because they must fund the liability rather than serving students. Colleges would prefer to fund the liability in lesser amounts over a longer period of time.

After this discussion, the motion to adopt Resolution No. 14-3 carried, all members voting “Aye.”

The Board discussed distribution of the adopted resolution. President Stroud said that, since the resolution urges action by ACCJC, it should be sent to that organization. Dan Kaplan, AFT Executive Secretary, recommended that it be sent to all governing boards of the California community colleges, with the suggestion that they consider adopting a similar resolution. Student Trustee Latt suggested that the resolution be sent to the U.S. Department of Education. Chancellor Galatolo suggested that it also be sent to Congresswomen Jackie Speier and Anna Eshoo. Staff will distribute the resolution as recommended.

Chancellor Galatolo said that at the recent NorCal CEO meeting in Yosemite, he facilitated a discussion on ACCJC. He said the objective was to think about next steps and rekindle the relationship between the Commission and member institutions. Chancellor Galatolo said it has become clear that he is no longer alone in his concerns about ACCJC. Trustee Holober applauded Chancellor Galatolo for being a leader on this issue and said adoption of the resolution makes it official that the Board and administration are united. Trustee Mohr said Chancellor Galatolo was willing to stand up in an honest and straightforward manner when no one else would. President Claire said that Chancellor facilitated the discussion at the NorCal CEO meeting in a very professional manner.

ADOPTION OF RESOLUTION NO. 14-4 AUTHORIZING ISSUANCE OF TAX AND REVENUE ANTICIPATION NOTES (14-3-100B)

It was moved by Trustee Mohr and seconded by Student Trustee Latt to approve adoption of Resolution No. 14-4. Trustee Mandelkern asked if there are restrictions regarding where the funds may be deposited. Executive Vice Chancellor Blackwood said the District may choose where to deposit the funds. She said the District places the funds in the County co-mingled pool and they are used primarily for cash flow. Generally, some is taken out for investing and the County has not objected to this. After this discussion, the motion carried, all members voting “Aye.”

APPROVAL OF REVISIONS TO BOARD POLICIES: 1.30 COMPENSATION OF BOARD MEMBERS; 2.02 CHANCELLOR OF THE DISTRICT; 2.21 POLICY ON PROFESSIONAL ETHICS; 6.94 CONTRACT COURSES AND SERVICES; 7.01 ADMISSIONS AND CONCURRENT ENROLLMENT; 7.39 STUDENT SUCCESS; 7.41 DISABLED STUDENTS PROGRAMS AND SERVICES; 8.02 DELEGATION OF AUTHORITY; 8.03 AUTHORIZED SIGNATURES; 8.14 BOND OVERSIGHT COMMITTEE AND ACCOUNTABILITY MEASURES (14-3-101B)

It was moved by Trustee Holober and seconded by Trustee Mohr to approve the additions and revisions as detailed in the report. Following discussion regarding item (4) in Policy 2.02 which states, “In the absence of the Chancellor and

when an acting Chancellor has not been named, administrative responsibility shall reside with the Deputy Chancellor,” the Board agreed to add “or, in the absence of the Deputy Chancellor, with the Executive Vice Chancellor.”

Trustee Mandelkern asked if the proposed revision to Policy 8.14, changing the length of time Bond Oversight Committee members may serve, is in compliance with Education Code regulations. Barbara Christensen, Director of Community/Government Relations, said it is in compliance.

After this discussion, the motion to approve the revisions as amended carried, all members voting “Aye.”

DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION NO. 14-5 IN SUPPORT OF MEASURE A, THE SEQUOIA UNION HIGH SCHOOL DISTRICT BOND INITIATIVE (14-3-102B)

It was moved by Trustee Mandelkern and seconded by Trustee Holober to approve adoption of Resolution No. 14-5. The motion carried, all members voting “Aye.” Trustee Mandelkern and President Schwarz said they have also endorsed the initiative individually.

INFORMATION REPORTS

2013 SCORECARD REPORT – THE COLLEGE LEVEL INDICATORS (14-3-3C)

President Claire said the Scorecard report takes the place of the former Accountability Report for the Community Colleges (ARCC) report and is required by law. He said the data in the report is six years old and, because it has moved to a cohort model, looks at a very small subset – five to seven percent – of students. President Claire said that, under the leadership of Deputy Chancellor Keller and District Academic Senate President Bennett, the District Strategic Planning Committee and the College researchers are working on defining student success measures that are meaningful to our Colleges and District, with an emphasis on the type of community we serve and how we are funded.

Trustee Mohr said it would be helpful if the College researchers could help the Board understand what data tells the story correctly, i.e. “what do we need to know.” President Buckley said there are many stories that the data can tell. He said the data in the Scorecard report is not without merit, but it does not tell the many stories. He said the researchers can help show the larger pictures at the Colleges.

Trustee Mandelkern said a future study session on student success is scheduled and he looks forward to having a more in-depth discussion. He said he is concerned that the Scorecard report looks at a very small sample of students and draws sweeping generalizations based on that sample. He said that in the absence of our District producing a more meaningful metric, the Scorecard metric is what will be used to judge our performance. Trustee Mandelkern said it is troubling that based on the Scorecard data, our Colleges look average. He said he believes we are substantially above average as a district, as shown by student success stories and positive feedback from students. He said it is important to develop appropriate metrics to show accurate student success data for our Colleges.

Trustee Mandelkern asked why the most current data set is seven years old. President Claire said that because a cohort model is used, a “freshman” class is followed for six successive years to see what happened with that cohort. President Buckley said the Scorecard report defines success as a student who starts at a community college, transfers, and earns a bachelor’s degree within seven years. Trustee Mandelkern said that with the budget cuts of the past few years, it is difficult for students to complete either four-year or two-year programs in those specified periods of time.

President Schwarz said the data in the Scorecard report does not appear to accurately reflect the true picture of our Colleges. She asked what can be done to provide our own data that truly measures the success of our students. Chancellor Galatolo said he plans to raise the issues surrounding the Scorecard at future meetings of the Community College League of California Board of Directors, on which he serves. President Buckley said it is important to address the weaknesses of the Scorecard because the data could be used in the future to assess colleges in terms of outcome-based funding.

Trustee Mandelkern said he does not accept the premise that we must accept inaccurate reports because of a flawed system. He said we need to develop an alternate scorecard, publicize it, and be able to rebut magazine or newspaper articles that say we are performing below average. He said accurate data can also be used to work on areas that might need improvement.

UPDATE ON STUDENT PAYMENT PLANS (14-3-4C)

The Board accepted the report.

COMMUNICATIONS

President Schwarz said that since the last meeting, the Board received three emails in support of candidates for the CCCT Board. President Schwarz distributed to the Board a communication from Dan Kaplan regarding Assembly Bill 2087 (Ammiano) which “would prohibit the Board of Governors from creating a special trustee that circumvents the powers of a locally elected trustee board.” In his correspondence, Mr. Kaplan asked the Board to review and consider supporting AB 2087, either individually or as a Board. President Schwarz noted that the Community College League of California (CCLC) is in opposition to the bill. Chancellor Galatolo said he discussed the bill with his colleagues on the CCLC Board and hoped they would take a “watch” position; however, they voted to oppose the bill after State Chancellor Brice Harris argued that he needs to have authority to name a special trustee. President Schwarz asked the Board if they are interested in discussing this further at a future meeting.

Trustee Holober said he would like this issue to be on the agenda for a future meeting at which the Board can hear from Mr. Kaplan and any other interested parties. Trustee Holober said all Board members received an email from Scott Lay, CCLC President/CEO regarding the League’s opposition to the bill.

Trustee Mohr said the issue raises a fundamental question of who represents the people. He said he believes only the elected board represents the people and he is concerned about the State Chancellor imposing the will of someone else.

Trustee Mandelkern said he would like to discuss this further. He said he is concerned about why the League, which represents colleges, would take a position that seems to be detrimental to the colleges’ interests. Trustee Mandelkern said that the K-12 system imposes strict constraints on replacing an elected board; he asked that background information about these constraints be provided to the Board.

Trustee Holober said the Board supports the good work of the League, but may on occasion see things differently. He said it is his recollection that CCLC has two separate organizations, one representing administrators and the other representing governing boards. He said they share the same interests most of the time but will on occasion have different interests. He said he believes that the organization representing administrators has taken the position to support AB 2087 while the organization representing governing boards is not a party to that position. Chancellor Galatolo said there is an ongoing effort to merge the two groups – the California Community College Trustees (CCCT) and the Chief Executive Officers of the California Community Colleges (CEOCCC) – in order to have a stronger voice. Chancellor Galatolo said he has pointed out that the two groups can have differing interests, as Trustee Holober noted.

It was agreed that discussion of AB 2087 will be on the April 23rd meeting agenda.

STATEMENTS FROM BOARD MEMBERS

Student Trustee Latt said he attended the United States Student Association Legislative Conference in Washington, D.C. Students met with legislators and legislative aides to advocate on issues important to students, e.g. the DREAM Act, immigration and affirmative action. He also attended Assemblyman Rich Gordon’s Higher Education Advisory Council meeting, along with President Schwarz and Chancellor Galatolo. He said he is particularly interested in SB 850 regarding the offering of baccalaureate degree programs at community colleges. He said legislation regarding a cap on units taken by middle college students is of great concern to some District students. On March 30, the Cultural Awareness Board of the Associated Students of College of San Mateo will host a Palestinian-Israeli Conflict Town Hall. A student trustee selection panel will meet in early April. Student Trustee Latt said he has been accepted to UC Davis, UC Santa Barbara and UC San Diego. He is waiting to hear from UC Berkeley, UCLA and several private schools.

Trustee Mohr asked that there be follow-up with the County Treasurer regarding developing investment options. He said it is apparent that the three Colleges are putting effort into enriching student life; he said this is important to students’ educational careers. Trustee Mohr said he appreciates receiving copies of “Today’s News” from the State Chancellor’s Office.

Trustee Mandelkern congratulated Student Trustee Latt on his admissions success. He complimented Student Trustee Latt on the job he is doing representing students, including his interest in caps for middle college students. Trustee

Mandelkern said he hopes to address this issue with Assemblyman Kevin Mullin and others. Trustee Mandelkern said he received a compliment on the San Mateo Athletic Club from his triathlon coach who uses the pool. Last night, Trustee Mandelkern attended the Amy Tan reception and lecture; he appreciated her delightful speech and Trustee Mohr's comments about Ms. Tan's latest book. Trustee Mandelkern said he looks forward to seeing everyone at the President's Breakfast at Skyline College tomorrow.

President Schwarz complimented *The Skyline View* student newspaper. She said she appreciated the article on "Project Change," a collaboration between College of San Mateo and Hillcrest Juvenile Hall to provide mentorship and support to students. President Schwarz said she would like to hear more about this program.

RECESS TO CLOSED SESSION

President Schwarz announced that during Closed Session, the Board will consider the personnel items listed as 1A, 1B and 1C on the printed agenda.

The Board recessed to Closed Session at 8:30 p.m. and reconvened to Open Session at 8:57 p.m.

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

ADJOURNMENT

It was moved by Trustee Mohr and seconded by Trustee Holober to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 9:00 p.m.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the April 9, 2014 meeting.

Patricia Miljanich
Vice President-Clerk

BOARD REPORT NO. 14-4-1A

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. CHANGE IN STAFF ALLOCATION

College of San Mateo

Recommend a change in staff allocation to add one part-time (48%), 12-month Office Assistant II position (Grade 18 of Salary Schedule 60) in the International Student Program, effective April 10, 2014.

District Office

Recommend a change in salary level of the Director of Public Safety classification to Grade 193E (from Grade 192E) of the Classified Supervisory Exempt Salary Schedule (35), effective March 1, 2014. Accordingly recommend an increase in placement for the incumbent, Michael Celeste, effective March 1, 2014.

Districtwide

Recommend creation of a new Classified Supervisory Exempt position classification titled, “College International Student Program Manager,” at Grade 189E of the Classified Supervisory Exempt Salary Schedule (35), effective April 1, 2014. Also recommend the reclassification of Project Director positions at each campus (2C0229, 3C0106, and 4C0130) to the College International Student Program Manager classification, effective April 1, 2014. Accordingly, recommend that Supinda Sirihekaphong from Cañada College be reassigned to this new classification, effective April 1, 2014. The positions at College of San Mateo and Skyline Colleges are currently vacant.

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>
Skyline	Counseling/CalWORKS	1	4/10/2014	6/30/2014	Office Assistant II: Provide clerical assistance to support the CalWORKS program.

**Core Values and Principles
Board of Trustees
San Mateo County Community College District
2014**

In response to severe budget reductions that began in 2002 and ~~were expected to extend~~, continued for several years, the Board of Trustees adopted a “Reaffirmation and Recommitment to Core Values and Operating Principles” statement in 2004 that was intended to help guide faculty and staff decision-making regarding necessary budget reductions. As economic circumstances faced by California Community Colleges continued to decline, that statement was re-examined, edited, and re-adopted in December 2009 and again in June 2012.

The District’s financial situation has stabilized within the last 18 months and even begun to improve due to several factors. In June 2010, voters in San Mateo County approved the first-ever California Community College parcel tax, that would raise approximately \$7M annually for four years a four year measure which helped alleviate some of the downward budget pressures the District had been experiencing. ~~The District’s financial situation has stabilized in the last 18 months due to two factors: the achievement of “community supported status” and the demise of redevelopment agencies, which has returned millions in property taxes to the District . In a community supported status, the District’s operating funds are derived primarily from two sources: property taxes and student fees. Over the past 18 months, the demise of local Redevelopment Agencies (RDAs) has returned millions in property taxes to the District. Most recently, achievement of “community supported status” (where the District’s operating funds are derived primarily from local property taxes and student enrollment fees) has provided a much more stable and growing source of income than that derived from State Apportionment.~~

Remove the entire paragraph that discussed AV changes.

Given these changed economic circumstances, ~~the San Mateo County Community College District has a unique opportunity to re-define the District’s future; to commit itself to a bold vision of expanding educational opportunities to meet the community’s needs; and to provide the staffing and resources to fund it. as a guide to responding to these improved economic conditions and planning for future budget increases, the San Mateo County Community College District Board of Trustees commits itself to the following Core Values and Principles:~~

Or: Given these changed economic circumstances, the San Mateo County Community College District has an opportunity to expand and re-define the vision for the District’s future, involving new opportunities to address a greater range of community needs and to provide the staffing and resources to address them.

- **Student-Centered Mission:** The Board recognizes each individual’s right to education and commits itself to providing the occasions and settings that will allow our students to develop their minds and skills, engage their spirits, broaden their understanding of social responsibilities, increase their cultural awareness and realize their individual potential. The Board recognizes that our core mission is to provide transfer education and career/technical training to as many students as possible. Basic skills classes which are focused on preparing our students for our core mission courses as noted above are also necessary and appropriate.

Lifelong learning classes which had long been an important part of the community college mission were necessarily curtailed during difficult budget years. The Board asserts that, given the District's financial outlook at this time, the Colleges should consider restoring some of these programs—through contract education, not-for-credit programs, community education and hybrid community education/credit courses. The programs offered should be based upon demonstrated community need as determined through surveys, focus groups and other measurements.

Low-enrolled and under-enrolled classes must continue to be examined to make sure that they meet the needs of students, employers and the community. Courses and programs should be updated in response to changes in the external environment to make sure they continue to be relevant and necessary; those that are no longer relevant should be discontinued.

Student support services and staff are also important and help ensure the success of our students in their pursuit of a postsecondary education. The Board is committed to providing a wide array of student services that support student success and that do not duplicate services offered in the community.

- **Support for Innovation/Expanding Educational Opportunities:** The Board believes that its long-standing support for innovation and creative approaches to serving the educational needs of the community has been essential to ensure that the Colleges are offering the appropriate balance of academic programs and in maintaining the academic excellence of these programs. With the changed financial status of the District, the Board encourages the Colleges to seek out underserved populations; evaluate their educational needs and provide courses and programs to serve them. Using the Business and Community Needs Assessment data, the Board also encourages the Colleges to provide new classes, certificate programs or AA/AS degrees that will meet those identified needs. ~~The Colleges should also continue efforts to expand online learning, concurrent enrollment programs, Middle College, community education and international education—all programs that extend access to new populations of students, many of whom cannot attend traditional college classes. Finally, the Board is interested in maintaining/expanding unique programs at the Colleges that serve broad community needs and draw that community to our campuses, such as SparkPoint, the Edge and the San Mateo Athletic Center. Should the specifics remain in?~~
- **Employment Philosophies:** The Board subscribes to the principles of human resource management which promote: equal access; equal opportunity; equal treatment and fairness; staff development and training opportunities; fair compensation that gives the District a competitive advantage over other Colleges and accountability. The Board reaffirms the long-standing District policy that it always seeks to employ the most qualified applicant for each job and does not make decisions about employment, retention, compensation, promotion, termination or other employment status which would discriminate on the basis of national origin, religion, age, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy or because they are perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

- **Participatory Governance:** The Board is deeply committed to the participatory governance process as it has been established in this District, and believes that this process can produce decisions that are comprehensive, fair and in the best interests of students, the community and employees. The Board encourages and expects the participation of all constituents in decision-making and governance and recognizes participatory governance as the means for having the voices and opinions of various constituencies heard.
- **Final Decision-Making Authority:** In this participatory governance environment, the Board, as the elected representatives of the people of San Mateo County, will ultimately make the final decision and sets policy on issues based upon what it believes is in the best interests of the District as a whole. In reaching its decisions, the Board acts independently, but considers the informed viewpoints of all participants and constituencies and relies on the research, advice, experience and management expertise ~~of its Executive Team~~ within the District. From all components of the District

The Board believes that adherence to these core values and operating principles ~~will allow the District to continue to be recognized as one of the most innovative and progressive in the State, and these values and principles~~ will continue to support the District and advance the interests of students, faculty, staff and the San Mateo County community.

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
PROPOSED BOARD GOALS FOR 2014-15**

In adopting the following goals for 2014-15, the Board of Trustees commits itself to work collaboratively ~~to support with administrators,~~ faculty, staff and students ~~to as they~~ complete the work outlined below.

1. ~~Due to changed economic circumstances attributable to the District's attainment of "community funded" status, the San Mateo County Community College District has a unique opportunity to re-define the District's future; to commit itself to a bold vision of expanding~~ Maintain fiscal stability while, at the same time, re-examining the means and methods by which the College District can expand educational opportunities to meet documented ~~the~~ community's needs; and ~~to~~ provide the staffing and resources needed to ~~achieve fund~~ it. The District must also continue to scrutinize programs and services to assure that they are most relevant, meeting community needs, and aligned with the Board's Core Values and Principles. ~~The first sentence in the first goal statement should remain. It makes the rest of the statement reasonable.~~
- 4- 2. Begin to look at potential program enhancements that will improve each student's ability to successfully complete their educational objective. In particular, examine how dual enrollment or concurrent enrollment programs could improve access to a college education for high school students in these targeted populations. Examine current student success data tracked by each College to determine what common elements should be tracked, benchmarked, and assessed, ~~and determine~~ Districtwide. ~~Determine~~ what additional data should be gathered and tracked that expand upon the current national and state definitions of student success. ~~Work with the researchers of the district to bring forward for board review those data points that allow monitoring of program weaknesses and strengths and the progress of the colleges in driving higher levels of success and completion. to include communit~~ Develop community determinants of success, such as ~~completion of a single courses taken to meet a personal or career education objective.~~
- 9- 3. Explore how to better serve at-risk and place-bound students, ~~especially in traditionally underserved populations within San Mateo County, to ensure greater participation and academic success by these targeted populations. In particular, examine how innovative dual enrollment or concurrent enrollment programs, such as through developing a "College High" or "Early College High School," model could improve access to a college education for high school students in these targeted populations. Study the possibility of joint venturing with a local high school district(s) to deliver dual enrollment at location(s) in close proximity to traditionally underserved populations within San Mateo County. This concept would identify a physical location that would be used to educate 9th-12th-grade students by providing, as an example, 1/2 high school curriculum and 1/2 community college curriculum. Upon completion, all students would meet traditional A-G requirements and earn dual enrollment college credit. Coursework could focus on university transfer and/or CTE. The objective is to ensure greater participation and academic success by these targeted populations.~~

- ~~2-~~ 4. ~~Given the District's stable financial outlook at this time, †The Colleges should ean~~ begin to examine how the District can offer lifelong access to higher education for members of our community who are not on the traditional paths of transfer, career tech or remedial education, possibly through community education, contract education, non-credit programs or differential fee programs. ~~The Colleges may need to initiate/expand no or low cost programs and community education offerings to meet identified community needs as determined through surveys, focus groups and other measurements.~~
- ~~3-~~ 5. Continue to pursue innovative efforts that result in new teaching and learning strategies; new classes, certificate programs or AA/AS degree programs that meet community and business needs; online teaching strategies that extend access for students; expanded Middle College, concurrent enrollment and international education programs that benefit more students; unique programs ~~and entrepreneurial efforts~~ that serve special community needs and draw the community to our campuses. ~~such as SparkPoint, SMAC, the Edge; and other entrepreneurial efforts.~~ There should be a clear statement about increasing professional faculty and staff development. In order to have innovation you must have increased faculty and staff development.
- ~~5-~~ 6. Broaden global perspective and enrich our cultural and educational diversity by fostering institutional relationships abroad; attracting international students to our campuses; and offering teach/study abroad opportunities for faculty and students. ~~Concentrate outreach and recruitment activities in countries and regions sending the largest number of international students to the U.S.~~ Continue strengthening the collaboration of District and College international education staff in order to assure the efficiency and effectiveness of services to international students. Consider additional strategies to recruit and serve international students, including the Bridge program, camps and training. Use revenue from international student tuition to expand course offerings for San Mateo County students.
7. Refine the District's hiring policies and practices to affirm that they are fair and inclusive and result in the District hiring the best candidate for each position.
- ~~6-~~ 8. Define capital improvement program needs, including modernization, new construction, major equipment and infrastructure replacement (telephone system, network infrastructure, utility and building systems infrastructure) as well as energy efficiency projects and develop funding strategies to address these needs.
- ~~7-~~ 9. Monitor ~~and, when necessary,~~ influence state legislation on a variety of issues of importance to the District, including "community funded" financial status; the 50% law; Faculty Obligation Number (FON); 55% majority on parcel taxes; baccalaureate degrees in selected areas at community colleges; authorization to choose an accrediting organization; ~~and~~ eliminating the 11 unit cap for Middle College students; ~~and differential fees for high-cost programs.~~
- ~~8-~~ 10. Participate in Board development activities offered locally, at the state level and/or federal level in order to assure that Trustees are kept current with community college issues, opportunities, and new initiatives. Assure that the new trustee participates in a new trustee orientation program and has one-on-one meetings with key individuals in the District in order to assure that he/she is thoroughly educated about the role and responsibilities of a community college trustee.

11. Build stronger relationships with local cities and local school districts through joint meetings with their boards or councils; outreach and participation in joint activities. Hold joint Board meetings when there are issues of importance to both the city/school district and the College District. Invite public partners to use the College facilities for official functions. Encourage faculty to hold subject matter-specific discussions with high school faculty, as well as in-depth discussion about the Common Core standards that define expectations about what students are expected to learn in each subject matter at each grade level.

Adopted xx/14

San Mateo County Community College District

April 9, 2014

BOARD REPORT NO. 14-4-3C

REPORT ON DISTRICTWIDE HEALTH SERVICES

There is no printed board report for this agenda item.