

**AGENDA**  
**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**

August 23, 2017

Closed Session at 5:00 p.m.; Open Meeting at 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 and potential or existing litigation. 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 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.*

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**5:00 p.m.      Call to Order**

**ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION**

1. Conference with Legal Counsel Regarding Two Cases of Existing Litigation:
  - a. San Mateo County Community College District vs. LocusPoint Networks, LLC, et al, Case No. 17CIV01534
  - b. LocusPoint Networks, LLC, et al vs. San Mateo County Community College District, Case No. 17CIV01550
2. Conference with Legal Counsel Regarding One Case of Potential Litigation Pursuant to Subdivision (c) of Section 54956.9

**PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY**

**ADJOURN TO CLOSED SESSION**

**RECONVENE TO OPEN SESSION**

**6:00 p.m.      Call to Order/Roll Call**

**Pledge of Allegiance**

**ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION**

**DISCUSSION OF THE ORDER OF THE AGENDA**

## **MINUTES**

17-8-2            Approval of the Minutes of the Meeting of August 9, 2017

## **STATEMENTS FROM EXECUTIVES**

## **STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

## **NEW BUSINESS**

17-8-2A            Approval of Personnel Items: 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.*

17-8-1CA            Approval of Payment of Community College League of California (CCLC) and California College Athletic Association (CCCAA) Membership Dues, 2017-2018

17-8-2CA            Ratification of International Student Insurance Program, 2017-2018

17-8-3CA            Ratification of Student Accidental Injury Insurance Program, 2017-2018

17-8-4CA            Acceptance of Gifts by the District

17-8-5CA            Acceptance of 2016-17 Maker Implementation Grant for College of San Mateo

### **Other Recommendations**

17-8-100B           Approval of Contract Award for Cañada Vista Housing Roof Replacement Project

17-8-101B           Adoption of Resolution No. 17-11 Regarding Board Absence

## **INFORMATION REPORTS**

17-8-3C            Skyline Faculty and Staff Equity Recommendations

17-8-4C            Charlottesville, Virginia Incident – District Response and Impact on Students and their Educational Process

17-8-5C            Discussion of Access to District Property by Military Recruiters

17-8-6C            Transition Timeline for By-Trustee Area Elections for Board of Trustees

## **COMMUNICATIONS**

## **STATEMENTS FROM BOARD MEMBERS**

**RECONVENE TO CLOSED SESSION** (if necessary)

**RECONVENE TO OPEN SESSION** (if necessary)

**ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION**  
(if necessary)

**ADJOURNMENT**

**Minutes of the Study Session of the Board of Trustees  
San Mateo County Community College District  
August 9, 2017, San Mateo, CA**

**The meeting was called to order at 5:00 p.m.**

**Board Members Present:** President Thomas Mohr, Vice President Richard Holober, Trustee Maurice Goodman (by telephone), Trustee Dave Mandelkern, Trustee Karen Schwarz

**ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION**

President Mohr said that during closed session, the Board will (1) hold a conference with legal counsel regarding three cases of existing litigation and two cases of potential litigation as listed on the printed agenda, and (2) hold a conference with agency labor negotiator Kathy Blackwood; the employee organization is AFT.

**STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY**

Monica Malamud, President of AFT Local 1493, said the union is disappointed that the District did not accept all of the recommendations made in the fact finding report. She said the recommendations were signed by the District's representative on the fact finding panel and she believes this indicates that the recommendations in some way had the agreement or approval of the representative. Ms. Malamud said it is upsetting to hear that the Board is opposed to binding arbitration despite the fact that it was a recommendation in the fact finding report; it is the norm in the Bay 10 districts; and four Board members explicitly stated in oral interviews and in written statements that they would support binding arbitration. She said the union takes the endorsement process very seriously and will consider everything that has happened in future endorsements. Ms. Malamud said that in written responses, Board members said they would be open to members of the union, including communications. She said it was not easy or even possible for union members to reach Board members during the negotiating process. She said the Brown Act does not legally prohibit Board members from talking to the union.

**RECESS TO CLOSED SESSION**

The Board recessed to closed session at 5:06 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 6:15 p.m.

**Board Members Present:** President Thomas Mohr, Vice President Richard Holober, Trustee Dave Mandelkern, Trustee Karen Schwarz, Student Trustee Alfredo Olguin Jr.

**Others Present:** Chancellor Ron Galatolo, Executive Vice Chancellor Kathy Blackwood, Skyline College President Regina Stanback Stroud, College of San Mateo President Michael Claire, Cañada College President Jamillah Moore, District Academic Senate President Leigh Anne Shaw

**Pledge of Allegiance**

President Mohr said the District mourns the loss of Len Herzstein who passed away recently. He was a beloved member of the District family and a loyal supporter of Skyline College and the District. He was former instructor of mathematics and business at Skyline College and also served on the academic senate. In retirement, he served on the Foundation Board. A scholarship fund in his name is endowed at Skyline College. President Mohr asked that this meeting be adjourned in Mr. Herzstein's memory. The Board unanimously agreed to do so. Chancellor Galatolo said Mr. Herzstein was a long-time colleague and dear personal friend. He said will attend the memorial service for Mr. Herzstein on Sunday and will present a certificate of the meeting adjournment to his family.

**DISCUSSION OF THE ORDER OF THE AGENDA**

None

**STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

None

**APPROVAL OF THE MINUTES OF THE MEETING OF JULY 26, 2017 (17-8-1)**

It was moved by Trustee Schwarz and seconded by Vice President Holober to approve the minutes as presented. Trustee Mandelkern asked that two corrections be made within his comments on "Approval/Ratification of District Administrator

Contracts.” In the sentence, “. . . the data from Transparent California that claim that the Chancellor’s compensation has increased by \$517,000 over the past three years,” the figure will be corrected to read \$117,000. In the sentence stating that this year’s COLA increase is 3.83%, the figure will be corrected to read 2.82%. With these corrections, the motion to approve the minutes carried, all members present voting Aye.

## **NEW BUSINESS**

### **APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (17-8-1A)**

It was moved by Vice President Holober and seconded by Trustee Schwarz to approve the actions in the report. The motion carried, all members voting Aye.

## **STUDY SESSION**

### **DISCUSSION OF DISTRICTWIDE TECHNOLOGY TASKFORCE (17-8-1C)**

Chancellor Galatolo said the Colleges are well on track to report on targets related to factors in the strategic plan. He said they have working elements of the dashboard and will bring this to the Board at a later meeting. Related to this, he said that for some time he and the college presidents have been discussing the need to have better information systems, having found that the Banner system is not sufficient to make informed decisions. The Districtwide Technology Taskforce was formed, concentrating on operational efficiency, expanded use of data, and a customer relations module focused on ease of use for students. Chancellor Galatolo said Chief Technology Officer Bruce Griffin will discuss the taskforce in more detail and the college presidents will discuss their visions and how technology needs are related. He said staff will then solicit feedback and direction from the Board.

Mr. Griffin said the taskforce was convened in November 2016. It is co-chaired by College of San Mateo President Mike Claire and Mr. Griffin. Fifteen members serve on the taskforce, representing the three colleges and the District across a variety of functional areas. Taskforce members recognize that new tools will be needed to meet and exceed newly defined targets. Mr. Griffin said the taskforce identified three areas of need:

#### **Operational Efficiency through Integration**

- Creation of programs and centers can create silos; students tend to be handed off from one program to the next.
- The District’s current systems are designed to process transactions but do not facilitate the flow of student interactions.
- Current business processes are difficult to scale.
- A common system to capture interactions will standardize many business processes across the District.

#### **Expanded Use of Data**

- The Banner system is transactional; data tends to be tactical.
- New tools, such as CRM, will generate new data that must be analyzed and acted upon.
- The District does not have a predictive analytics tool.
- There is a disconnect between course demand and schedule planning.

#### **Ease of Use for Students and Employees**

- Mobile access to online student services is under-developed.
- Students require multiple communication options.
- Multiple student-facing systems require students to have a wider breadth of knowledge than unified systems.
- Easier to use systems will lessen strain on student support resources.

President Claire said the overall vision for College of San Mateo dovetails with and is based on the District strategic plan with its overarching goals of access, success, equity and social justice. Based on his 30 years in education as both a teacher and administrator, he has identified the “Four P’s”:

1. People – it is necessary to employ the right people, with a shared vision, in order to move a college forward.
2. Pedagogy – imbedded with pedagogy is curriculum and the attempt to make curriculum more culturally responsive.
3. Pathways – a case management system is in place for learning communities such as the Year One program, but well-designed systems are needed to scale up the programs to reach more students. Technology is critical in

helping to scale up major endeavors. Data indicate that there is not a correlation between an increase in student educational plans and student success. It is not enough to have an educational plan; it is necessary to make sure students are actually following their educational plans. Currently, there is not a system to do so. Intrusive support is needed, including a more robust early alert system.

4. Predictive capacity – there is a need for tools that indicate in real time the adjustments that need to be made.

President Moore said that at Cañada College, student success is defined as a village because everyone at the College strives to engage in programs and practices designed to better serve students and ensure their success. She said the goals in the College's educational master plan are consistent with the goals in the District's strategic plan, including goal number 4 which deals with technology. She said that without intrusive support, it is not possible to serve students who come to the College with deficiencies and a tremendous amount of need. She said it is important to make sure the tools are available to continue to transform the lives of marginalized students. She said she believes this can be achieved through an enhanced technological platform. Examples include the ability to look at students' educational plans in real time across the District and the opportunity for students to register for classes for the entire academic year. President Moore said that with the Promise scholarships, it is even clearer that advanced technology will be needed in order to be successful.

President Stanback Stroud said the vision at Skyline College is to make sure that at least seventy-five percent of students get in, get through and get out on time. She said this goal is shaped by the direction of the District strategic plan. She said administrators and faculty were aware that 2,500 new full-time students would come to the College in the fall each year and more than forty percent would not come back in the spring. In laying the groundwork for change, the College started with the comprehensive diversity framework. They examined multiple domains, including communication, curriculum and hiring processes, outreach, community partnerships, and grants and other resources to put in place the programs, processes and procedures that will ensure student success. President Stanback Stroud said that staff visited other colleges and observed technology that allowed students to access their schedules on their phones; immediately see the consequences of dropping a class; and access the services they need. This allows students to drive their own educational journeys. The same software provided information to the districts about students' educational plans. President Stanback Stroud said the District needs an up-to-date technological system that provides a consolidated way to follow students from the time they come to the colleges until they graduate.

President Mohr said he believes student success is based in large part on the relationships we build with students and the support and great teaching that we surround them with. He said he also believes firmly in pathways provided they direct students to take the right courses and sufficient number of units, focus on their major, and go directly into college-level courses. He asked if an investment in new technology will make these relationships more facile and faster. President Stanback Stroud said she believes that when faculty have the technology and support they need, they are able to be more in touch with and responsive to students. She said that because students are in a better position to take ownership of their journeys, they are also able to build stronger partnerships with faculty.

Trustee Mandelkern said the real cost of technology is not the software or the computer hardware that it runs on. Rather, it is the impact on processes and the people costs. He said that making a wrong choice and training people in a methodology that does not work and having to start over is tremendously expensive, not just in the direct cost of people but in lost opportunity cost. He said it is important to identify where there is impactful strength that will solve problems. The first step is to identify the one, two or three problems that the institution really needs to solve and then find the best solution for those particular problems.

Chancellor Galatolo said institutions often do not make decisions because of the fear of conversion costs. President Claire said the taskforce asks whether an option is technically, operationally and financially feasible before considering it further. President Stanback Stroud said it is clear that the District must do something in terms of technology. She said the cost of inefficiency is greater than can be measured and the District pays for it in terms of what happens to students who do not succeed.

President Mohr said he believes the most powerful system we can provide involves having productive and understanding relationships between faculty and students, students and counselors, and the District and the community. He asked if new technology will, for example, help a counselor communicate with students and rally the support they need. President Claire said the learning communities take a case management approach and are based on relationships. He said this is difficult to scale up and the result is a gap between students in the learning communities and other students. He said he is interested in using technology to develop pathways to overcome the gaps. President Stanback Stroud said faculty

members and counselors have no way of knowing all of the services that a student might be accessing. With updated software, professionals can enter information and allow other professionals to see the whole picture and better serve the student. Kimberlee Messina, Interim Vice Chancellor of Educational Services and Planning, said that through the taskforce, the three colleges have come together to look at technology needs holistically and identify their priorities.

Trustee Schwarz said she is concerned about the lack of correlation between student educational plans and student success. She said she would be interested to know if systems are available that would deal with this issue. President Claire said individuals currently must manually track whether a student is following his/her educational plan. He said automation would provide a means to compare what students are doing versus what is in their educational plans and would flag counselors to contact and communicate with students when there is a gap.

Trustee Mandelkern said there is a dynamic tension between depth and breadth of coverage with the solutions the District is looking for. He said there has been a great deal of conversation on how to automate and digitize the educational planning process. He suggested that consideration be given to how many students will actually be affected and be able to benefit. He said there is a tradeoff between having a great solution for a subset of students versus having some solution for a great number of students. Mr. Griffin said he recognizes this as a real issue. He said the idea behind identifying the three areas of need is to add breadth on multiple fronts and capture a large number of students. He said the District must offer solutions to a broad range of students and make sure no one is left behind.

Trustee Mandelkern outlined four areas that he would prioritize:

1. On the front end process, gather and track data on how people came into contact with the District, e.g. from seeing specific ads, being at high schools where presentations were made, etc.
2. Getting richer data into the system. Examples: did students see a counselor, did they participate in particular programs such as Writing in the End Zone or the Jams, etc.
3. Course planning, scheduling and registration management – being able to predict how many students will need to take a particular course, surveying the students to determine when they would be able to take the course, and designing the schedule accordingly.
4. Managing locally created content such as Facebook, Web pages, Twitter Feed and blogs which are run by individual professors, groups, clubs, etc. – make sure the content is in keeping with District policies and principles and maintain control so that pages can be maintained and updated after the manager leaves the District.

Will Minnich, Dean of Enrollment Services at Skyline College and a member of the taskforce, said data show that the course completion rate for students in the District has not improved over the last 25 years. He said each campus has programs that are doing well, such as TRiO and EOPS, but none are scalable solutions. He said there is an urgent need to address this issue and software is available to do so. Dean Minnich said he would be happy to meet with individual Board members to discuss this issue further.

Student Trustee Olguin said he appreciates hearing about the research and knowledge and the desire to help students by linking their needs with appropriate technology. He said he believes a clearer vision for Guided Pathways will help. He said the registration process is not easy for students, many of whom work, have other responsibilities and have no experience navigating the system. Student Trustee Olguin also noted that students who have not attended a District college for a certain period of time are dropped from the system and are required to start over. He said he would like to see this changed.

Vice President Holober said the discussion has been thorough and his thoughts have been voiced by others. He said the development and use of technology is a vital and powerful tool and the District needs to do better in this area. He said it is ultimately about the people who must know how to use it. Vice President Holober thanked those who are involved in the process for their great work.

District Academic Senate President Leigh Anne Shaw noted the importance of ease of use as well as systems that talk to each other. She said it stands to reason that she can serve students better if she is not fighting the tools she has been given to serve them. She said that if data are readable and if the systems she uses to enter it are useful and talk to the other systems, she will be able to use the data to improve her programs and increase student success.

President Mohr thanked members of the taskforce on behalf of the Board for their work. He asked that they stay in communication with the Board.

**DISCUSSION OF CALIFORNIA ASSEMBLY BILL 1887 (17-8-2C)**

President Mohr said the recently enacted legislation prohibits state agencies from using public funds to travel to states with discriminatory laws against lesbian, gay, bisexual, and transgender people. The item is brought for Board discussion about how to go about supporting the legislation or putting a policy in place that would prohibit the use of public money to send employees to states that have passed discriminatory laws and would disallow requiring any member of the faculty or staff to travel to any of those states.

Vice President Holober said he believes supporting the legislation is the right thing to do. He asked if it would entail creation of a new policy. Chancellor Galatolo said he recommends that it be incorporated into a procedure.

President Mohr said he believes the Board needs to support the bill because their values require that they do so. He said this is totally in keeping with all of the positions the Board has taken on race, class and privilege and the values that have been laid out clearly. He said that in accordance with those values, employees should not represent the District at meetings in places that discriminate against people who we value. President Mohr said there might be infrequent exceptions and he recommended that Chancellor Galatolo draft a written procedure which would allow him to make exceptions and to inform the Board of any exceptions.

Chancellor Galatolo agreed that support of the bill is in keeping with the Board's values statement. He said exceptions might be made if following the procedure would harm students in some way. For instance, he said the National Association of Financial Aid Administrators annual conference will be held in Texas and not sending a representative to learn of key changes could be detrimental to students. He contrasted this with the Association of Community College Trustees meeting which will also be held in Texas but would not cause harm if faculty or staff members did not attend. Chancellor Galatolo also said clarification is needed on whether a District employee who is invited to be a keynote speaker at a meeting in one of the affected states would be allowed to do so if the sponsoring organization paid for the trip and no District funds were involved. Vice President Holober said the question is whether an employee would be allowed to represent the District or any entity within the District regardless of the funding source, unless an exception is granted. Trustee Schwarz noted that a list of exceptions is provided with the legislation. Chancellor Galatolo said he believes exceptions would be rare.

Trustee Mandelkern said it is clear that AB 1887 does not apply to the District but he is supportive of adopting a local policy as requested by the State Chancellor. He said he believes the stated exceptions may be comprehensive enough. He said he is not in favor of differentiating events such as the ACCT conference and conference on financial aid. He said that if exceptions are made, it should be made clear to the organizer that the District is doing so under protest and wishes that the meeting was being held in a different location. Trustee Mandelkern said he believes actions such as those provided for in AB 1887 work to change behavior and there is value in saying we vote with our feet.

Trustee Mandelkern said he does not believe the District should try to regulate what employees do on their own time with their own money. However, he said there can be a fine line between individuals representing their personal opinions or personal work as opposed to representing the District and a District program.

Vice President Holober suggested that the proposed procedure be taken through the participatory governance process. He said there is some confusion about travel that the District pays for versus travel that others pay for and it could be informative to hear different viewpoints. President Mohr said he is in favor of having discourse across the District, with the understanding that the decision to take a position belongs exclusively to the Board.

In light of the President's announcement of a ban on transgender people serving in the military, Trustee Mandelkern raised the issue of permitting people or groups that discriminate to come onto the campuses. He said he believes the Board must adhere to its values. Vice President Holober asked if the policy should apply to all recruiters, such as private companies and transfer agencies, and questioned how this could be managed. Trustee Schwarz said these are different times and the Board is more sensitive to what is occurring throughout the country. She said she believes the policy should apply to everyone without exception. She said the Board made a values statement and should follow through on that statement. Trustee Mandelkern agreed, stating that the Board should abide by its values statement or get rid of it.

Chancellor Galatolo said staff will prepare additional information on the issue of military recruitment and will bring it to the Board at its next meeting.

### **STATEMENTS FROM BOARD MEMBERS**

Student Trustee Olguin said he will attend the Student Trustee Workshop in Long Beach and will bring a report back to the Board. He said he looks forward to attending the District's opening day event on August 14. Student Trustee Olguin said it was three years ago today that Michael Brown was killed in Ferguson, Missouri. He said the pain, suffering and anger has built and continues today. He referred to police raids that were conducted recently on homes in South San Francisco. He said he does not condone breaking the law, but believes the way people were treated was not right. He said the school to prison pipeline is real and as educators, we need to see what we can do to help young people. He said these young people, some of whom sat next to him in high school, should not be treated as criminals but rather should be seen as human beings.

Trustee Mandelkern thanked everyone who participated in the discussions at this meeting. He said that Student Trustee Olguin expressed himself well and represents students well. He said Student Trustee Olguin's parents and grandparents have raised an outstanding young man. He said people are often judged and treated differently because of the color of their skin and he believes there is a need for people to be more empathetic. Trustee Mandelkern said he looks forward to the opening day event.

Vice President Holoher said he will not be able to attend the opening day event. He wished everyone a successful opening day and beginning of the new semester.

Trustee Schwarz said she will attend the opening day event as well as the new faculty luncheon at College of San Mateo and a new hire orientation at the District Office in the near future. Trustee Schwarz said she appreciates Student Trustee Olguin's comments. She said the District is trying to reach out to students in middle school to plant seeds at a younger age. She said the County Office of Education has wonderful programs for incarcerated youth which try to give them education and hope for their futures. While attending the Student Trustee Workshop, she encouraged Student Trustee Olguin to listen to what other colleges are doing to help younger and at-risk students and bring ideas back to the Board.

President Mohr said the work done by community colleges is very important in the lives of thousands of people. He said he is impressed with the Board's willingness to focus on issues that affect students deeply. He said he hopes that the Board can next discuss inherent biases that are reflected in how we teach and react to other people. President Mohr said the discussions at this meeting bode well for the ability of the District, working with the Board, to get better and better at what it does.

President Mohr said Chief of Staff Mitchell Bailey submitted a calendar outlining the steps for moving to by-trustee area elections. He said it is important that every Board member be present for these meetings.

### **ADJOURNMENT**

The meeting was adjourned by consensus at 8:25 p.m. in memory of Mr. Len Herzstein.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the August 23, 2017 meeting.

Richard Holoher  
President President-Clerk



# President's Report to the Board of Trustees

**Dr. Regina Stanback Stroud**

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Keynote Speaker Dr. Paul Hernandez speaking to faculty, staff and administrators at the Opening Day Event.

## SKYLINE COLLEGE BOARD REPORT

AUGUST 23, 2017

### STUDENT SUCCESS REMAINS PARAMOUNT DURING OPENING DAY REMARKS



#### Beginnings

“The end is in the beginning.”

Those were the opening words of President Regina Stanback Stroud in her address to faculty and staff at the fall 2017 Opening Day celebration. The day’s program underscored the importance of intentionality in everything we do and challenged us to lead with clear purpose and impactful action.

“Setting a design for your college—a design rooted in an equity framework—that can enable students to get in, get through and graduate on time—starts and ends with leadership to get you there and keep you there,” Dr. Stanback Stroud continued. Together, Dr. Stanback Stroud noted that we are not just part of another initiative – we are part of a movement.

#### The Power of Community College

That movement – one that succeeds only when students do – was illustrated beautifully by keynote speaker Dr. Paul Hernandez, who stands as an example of what can happen when community colleges do right by their students and when teachers ensure that their students feel they belong in college.

Dr. Hernandez is a nationally recognized speaker and leader in college access and success, community outreach and pedagogy for educators working with underserved/underprepared students and students at risk of dropping out of school.

But prior to earning his degrees, he was engulfed in gang culture and deep poverty, surviving on the streets of Los Angeles. Since then he has learned ways to empower young people traveling a similar path.

Dr. Hernandez shared his deeply personal story, highlighting three community college professors who helped to shape his future. Each of them, in different ways, challenged him to become his own man – to take notes, to learn to write well, to ask questions, to exercise freedom, to become a voice for people who don’t have one. They inspired Dr. Hernandez to tell his own story, so that he could become an example for those who would follow.

#### The Work We Do

Dr. Hernandez’s story is unique, but it highlights the necessity to see the stories behind each and every student at Skyline College. Every student on campus represents the culmination of many pathways, converging for a moment in a classroom or an office or on a field. Striving to recognize that – to concentrate on the who we’re teaching, as opposed to what we’re teaching – is perhaps one of the most essential parts of the work we all do at Skyline College.

Article by Connor Fitzpatrick

### SKYLINE COLLEGE CONTINUES TO HONOR OUTSTANDING MEMBERS & GROUPS



This year marked the 12th year of Skyline College’s Skyline Shines Award, presented annually to one College employee or group and one community individual or group who help Skyline College to shine in terms of its quality of programs and services and its reputation for quality.

College Winner: Roger Marcelo, Multimedia Services Coordinator

Dr. Stanback Stroud spoke about Roger:  
“Roger Marcelo is committed to promoting social justice throughout his practices and his work at the college and this is

## SKYLINE COLLEGE BOARD REPORT

### AUGUST 23, 2017

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evident in his direct support of high quality technology support during campus events, as well as his ability to build trusting relationships with his colleagues. I have personally experienced conversations with him where he has openly shared in his outside work of promoting access to music and industry support for low-income and communities of color.

Roger definitely shows a “students first philosophy.” He gets along well with students, participates and supports events that are not officially on his work queue and he connects with them. I witnessed him provide an open mic piece where he was dedicating his poem/song to the CIPHER students who were celebrating completing their first semester in college. It was powerful to see him show a talent and connect with students about the value of higher education.

Roger has provided technical and professional support to ensure that the operational aspects of interviews for candidates applying to work at Skyline College are inclusive and meets the different abilities of prospective employees. He has helped us think through ways to allow for people to interview, while not being able to be here in person. This expands simple Skype capabilities.

Every event, every student event, every program. He us there to ensure that we provide quality support for successful events.

Roger has been a part of helping students interested in the technology and music industry to learn more about the skills sets and education needed to be successful in the field. He shares his experience as having been a radio producer and sound mixer. He always encourages students that completing a college education is the difference for some making it and other not. Roger has also been successful in the recording and sound support of all of our major campus events, ensuring that we have uploaded videos and live streaming when appropriate.

Roger is a class act and an excellent representative for the Skyline Shines Award.”

Community Winner: Landon Taylor, Base 11

The Skyline Shines award to the community member goes to Mr. Landon Taylor.

Landon Taylor is the CEO at Base11, an organization that “...is on a mission to address the STEM talent gap crisis in America.” Landon leads Base 11 to work with industry, philanthropy and academia to develop STEM talent. Landon and Base 11 have a particular focus on cultivating the talent of “high-potential, but perhaps low resourced” student talent until they reach the Victory Circle. The Victory Circle is defined as either graduating from

a community college in STEM, entering the STEM workforce or transferring to a four-year university in STEM.

Landon was instrumental in bringing Base 11 to Skyline College. His vision of tapping into the talents of community college students provided the foundation of our partnership. Skyline College is part of the STEM Revolution with the support of the Base 11 funded, MIT inspired fabrication lab built on our campus. With this lab, community college students now have access to the type of prestigious and elite curriculum, equipment and programs typically not available to community college students. Landon and Base 11 brought funding, equipment and curriculum for hands on STEM education and training, including the Autonomous Systems Engineering Academy.

Skyline College now has the workspace for students to create, design and develop STEM based technologies. Students also have access to scholarships and paid internship opportunities. Landon also supported the development of the STEM Entrepreneurship Program sponsored at the Bay Area Entrepreneur Center at Skyline College where students and community members can develop their own product or service and gain the skills to bring it to market.

Thanks to Landon’s support for Skyline College, the STEM program is expanding, students are accessing programs, services and opportunities not available before, and faculty and staff professional development.

Access for entry of new majority students into STEM is one of the fundamental social justice issues of the day. Despite all of the national and international attention to STEM workforce needs, the STEM workforce is no more diverse now than in 2001. Almost two decades of stagnation in diversity in a field that stands to be the key opportunity for enfranchisement and upward mobility means key talent is excluded from this important field. Landon’s partnership, vision and support for Skyline College situates the college to be able to realize its mission to empower and transform a global community of learners. Landon Taylor represents the essence of what we mean when we say Skyline Shines!

## SKYLINE COLLEGE BOARD REPORT

### AUGUST 23, 2017

#### NEWLY DEVELOPED PARTNERSHIP BRINGS APPLE TECHNOLOGIES TO SKYLINE COLLEGE



Skyline College under the direction of Andrea Vizenor, the Director for Career and Workforce Programs (CWP), has partnered with Apple Technologies to bring in the latest in cutting edge Apple technologies and hands-on learning opportunities for Skyline College students, staff, faculty and administration. This partnership has led to Skyline College being one of six community colleges in the nation and the only one in California who will begin offering Apple's newly released App Development curriculum, featuring "Swift" - as part of computer science and technology pathways. The Swift curriculum features a series of industry driven modules, support materials, and project-based learning resources, created to prepare students for careers in computer programming and to teach the elements of app development using Swift, which is a popular programming language for building apps on Apple IOS devices. Students will have the ability to learn to code and design fully functional apps, while gaining critical job skills in software, app development and program design.

Skyline College faculty from various departments including: Engineering, Network Engineering, Art, and Digital Media and Design have all been heavily engaged in integrating Apple Technology into their courses and are working to expand this partnership to best support Skyline College students in using the most relevant and applicable technology in the current workforce. Nick Langhoff, Professor, Computer Science/Engineering, participated in the App Development Summit hosted by Apple in August, where he was able to work alongside over 30 professors from across the nation to explore the many possibilities these resources have in the classroom.

Additional pathway partnerships include our Business and Entrepreneurship professors working with Apple Retail to provide students tours and informational sessions regarding the many exciting careers in leadership at Apple retail as well as participation in two training workshops that provide students with core skill

development in skills Apple seeks from high performing team members.

Also as part of the Apple partnership Skyline College had the opportunity to purchase 70 iPads and hosted a two-day Career Education Faculty Training Institute, where faculty and partner high school teachers engaged in hand's-on training using iPads. Participants were able to work with iPads where they learned exciting instructional strategies to build increased enthusiasm in the classroom, a variety of educational apps and tools designed to support deeper learning while enhancing skill development of students in high demand technology skills.

Those first to experience the innovative Apple technology training elements were close to 75 high school students from Bayview Hunters Point and the Mission as part of our Workforce Readiness and College and Career Connection event with the Garden Project hosted on July 17 - 20, 25 current Skyline College students and staff on July 18 at our Technology Career Pathways Workshop, and finally, as part of our Future Scholars Camp we hosted 30 middle school students from the Orange Park Boys and Girls Club on July 21 - 24. Moreover, as part of the July 18th workshop, Professor Soledad McCarthy was able to bring her Entrepreneurship class to join the workshop where the session assisted them in developing skills that they were able to get ready for their finals where they were going to be using Apple numbers and graphing programs. Each workshop was very interactive and students were able to receive one-on-one guidance as needed. Apple App's featured in all of the trainings were: Notes, Keynote, Garage Band, Pages, Numbers, Everyone Can Code and Swift.

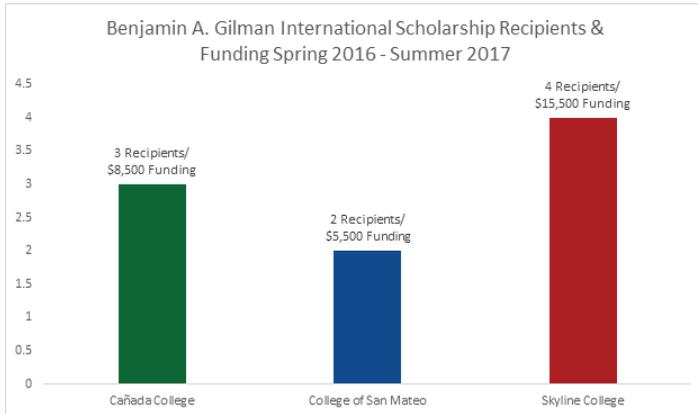
The Center for Career and Workforce Programs is excited to host additional Apple Technology opportunities for faculty, staff and students and is excited to support the integration of Swift App Development tools into Skyline College' Computer Science pathways and expanded opportunities with Apple Retail for Business and Entrepreneurship pathway students. A big thank you to Nick Langhoff and Soledad McCarthy for their enthusiasm, hard work, and dedication to bringing innovative and relevant career and workforce opportunities to students.

Article by Andrea Vizenor

## SKYLINE COLLEGE BOARD REPORT

### AUGUST 23, 2017

#### STUDY ABROAD STUDENTS RECEIVE \$29,500 IN GOVERNMENT FUNDING FOR 2016-17



The San Mateo County Community College District Study Abroad Program, housed at Skyline College, has made significant strides in the increase of scholarships from the U.S. Department of State's Benjamin A. Gilman International Scholarship Program. Gilman scholars are low-income Federal Pell Grant recipients from diverse backgrounds and do not have the financial means to afford to study abroad. The majority of recipients and amount of funding in the academic year 2016 -17 went to Skyline College with \$15,500 in funding, followed by Cañada College with \$8,500 and College of San Mateo with \$5,500 in funding.

The Study Abroad Program continues to educate all students eligible for the Gilman scholarship to apply for the scholarship opportunity and maintain a partnership with the Gilman scholarship. Zaid Ghori, Director of Special International Programs and Emma Briones, Program Services Coordinator, from the Global Learning Programs and Services Division have volunteered and served on the Gilman Scholarship Selection Committee to review over 150 applications from students who have applied around the country.

SMCCCD Study Abroad is housed in the Global Learning Programs and Services Division at Skyline College. For questions about the Gilman Scholarship Program and the Study Abroad Program, please contact Zaid Ghori at (650) 738-7098 or ghoriz@smccd.edu.

Article by Zaid K. Ghori

#### MATH JAM PREPARES STUDENTS FOR SUCCESS



Math Jam takes place at Skyline College three times during the year; in August, January and June preceding the start of the new semester. Math Jam is a two-week, intensive math preparation program designed to prepare students for their upcoming math courses and/or to retake the math placement test. During the two weeks, students learn soft skills necessary to build confidence in learning math, test-taking strategies, and how to become a self-regulated learner. During the last year Math Jam, approximately 52% of the students participating in Math Jam (22 out of 42 students) have successfully placed into a math course 1 level or more higher than their previous placement level. In addition, about 62% of Math Jam students whether prepare for their following math courses or prepare for their test, 62% received a C or higher grade in their following semester. These data are computed based on August 2016 and January 2017 Math Jam. Student surveys reflect increases in confidence and academic independence as they prepare for the coming semester math course. The program continues to grow and this year has served 150 students.

##### Aug 2016 MJ Test Result

10 out of 21 test at least one to three math level above their pre-assessment

- 4 placed with M110
- 2 placed with M120
- 3 placed with M130
- 1 placed with M251

##### Aug 2016 MJ Following Semester Result

16 out of 31 Enrolled Aug 2016 Math Jam students took math course in the following semester:

A	4 out of 16	25%	
B	5 out of 16	31%	
C	1 out of 16	6%	62%
D	1 out of 16	6%	
W	5 out of 16	31%	

## SKYLINE COLLEGE BOARD REPORT

### AUGUST 23, 2017

**Jan 2017 MJ Test Retake Result**

12 out of 21 (57%) students test at least 1 to 2 level higher.  
 3 placed with M110  
 6 placed with M120  
 2 placed with M130  
 1 placed with M251

Article by Ching-Yi (Miranda) Wang

**SKYLINE COLLEGE LEARNING CENTER LAUNCHES ONLINE TUTORING**



For more information, please contact:  
 David Reed  
 650-738-7164  
[reedd@smccd.edu](mailto:reedd@smccd.edu)

The Skyline College Learning Center (TLC) is excited to announce the addition of online tutoring for students starting this fall, via the NetTutor platform. The initial priority for outreach and access will be students enrolled in online courses, students taking courses for which face-to-face tutoring is not available in TLC, and students who are not able to be on campus during TLC open hours. NetTutor will be accessed through the Canvas learning management system.

NetTutor is an online tutoring platform that offers several levels of assistance; live one-on-one tutoring online, a Q & A center where students can submit questions for response, and an online Paper Center where students can submit drafts of composition assignments for review. The Q & A Center and Paper Center have a turnaround time of 24 hours and 48 hours maximum, respectively. Tutors providing support via NetTutor hold at least a bachelor's degree and their training is aligned to the same professional standards as TLC tutors.

Online tutoring will be available for Skyline College students in over 50 subject areas within the broader discipline areas of English, Math, Accounting, Economics, Finance and Business, Life Sciences and Physical Sciences, World Languages, General Humanities and Social Science, Nursing and Allied Health, Information Technology and Computer Science. As this service

is implemented, TLC will work with individual faculty and departments to ensure that NetTutor provides the correct type of support for students.

For more information about Learning Center programs and services, please refer to their website.

Article by David Reed

**SKYLINE COLLEGE PROMISE UPDATE**



The inaugural Skyline College Promise Scholars Program launched fall 2016 with a 138 recipients. In its second year we have already awarded 250 scholarships!

The Skyline College Promise Scholars Program takes a comprehensive approach to student success by providing a dedicated counselor, lending library for required text books and materials, and financial support for student fees. The projected cost for the second year of the program will be approximately 300k.

The dedicated counselor will provide proactive support to each student as well as connect them to a wide range of existing campus support services. In addition to the covered fees below, we have created a Lending Library where students will be loaned (at no cost) required text books and materials.

**Skyline College Promise Scholarship Overview**

The Skyline College Promise Scholarship is available to high school graduates and students who recently completed their GED or Adult Education program after December 1, 2016 and who

## SKYLINE COLLEGE BOARD REPORT

### AUGUST 23, 2017

enroll at Skyline College full-time and plan to earn a certificate or degree. The Scholarship supports the College's Promise to help students "Get in, Get through, and Graduate...on time!" by making college more affordable and ensuring that higher education is achievable for all members of our community. Recipients receive a waiver covering all enrollment fees for any gap left after applying your financial aid award

#### The Promise Scholars Program Includes:

- Coverage of the below fees:
  - Enrollment Fees
  - Health Fee
  - Student Rep Fee
  - Student Union Fee
  - Student Body Fee
  - Note: Fees are covered for Skyline College fees only
- Lending Library access
- Dedicated Counseling support

#### What are my responsibilities as a participant?

Participants in the Promise Scholars Program must agree to:

- Enroll full time (minimum 12 units) for fall and spring terms only.
- Maintain academic progress, a minimum cumulative GPA of 2.0, and a completion rate of above 50%.
- Declare a major by the start of the spring 2017 semester.
- Complete a comprehensive Student Educational Plan (SEP) by start of the spring 2017 semester.
- Meet with Skyline College Promise Scholars Program Counselor once in both fall and spring semester.

Article by Will Minnich

#### SKYLINE COLLEGE SUCCESSFULLY HOSTED 2017 MANDELA WASHINGTON FELLOWSHIP FOR YOUNG AFRICAN LEADERS



Skyline College served as an Institute Partner for the 2017 Mandela Washington Fellowship for Young African Leaders. Twenty Five Fellows in the Business and Entrepreneurship Track went through a rigorous 6-week program that took place from June 16, 2017- July 30, 2017. The Fellows studied Global Trade and Logistics while examining the role of technology and the product lifecycle from idea generation through product distribution. The Mandela Washington Fellowship, the flagship program of the Young African Leaders Initiative (YALI), empowers young African leaders through academic coursework, leadership training, and networking opportunities. Fellows are from every country in Sub-Saharan Africa and have established records of accomplishment in promoting innovation and positive change in their organizations and communities. The cohort of Fellows hosted by Skyline College was part of a larger group of 1,000 Mandela Washington Fellows studying at institutions across the United States this summer. These exceptional young leaders met at the end of their institutes in Washington, D.C., for the Mandela Washington Fellowship Summit, where they took part in networking and panel discussions with each other and U.S. leaders from the public, private, and non-profit sectors. Following the Summit, 100 competitively-selected Fellows will spend six weeks in professional development experiences with U.S. non-governmental organizations, private companies, and government agencies.

Skyline College program introduced the Fellows to the differing industries that are available in the Silicon Valley. The YALI Fellows toured various facilities and discussed how and why businesses were started and why they are now successful. A major goal of the program is for Fellows to take ideas back to their countries in Africa. Kristin Lord, IREX President and CEO states, "The Mandela Washington Fellowship creates a network of leaders advancing peace, prosperity, and more effective governance. That

## SKYLINE COLLEGE BOARD REPORT

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benefits not only people on the African continent, but forges people-to-people and government-to-government relationships that benefit both the United States and Africa.” This Fellowship is truly a two-way exchange with tremendous benefits for the United States. A strong, prosperous, democratic Africa that is aligned with the U.S. will ensure our national strategic interests for decades to come.

The Young African Leaders Initiative invests in the next generation of leaders across the continent. By providing training in leadership, management, and entrepreneurship that can help future leaders elevate their own communities and countries, the U.S. helps these communities help themselves while building long-term relationships that also benefit the United States. It is critical to America’s safety and economic strength to engage with young leaders from around the world, who are poised to take over influential roles in government, civil society, and business. In a world where academic research and professional engagement increasingly occurs across borders, that’s not just a feel-good experience – it’s an essential 21st century business skill.

The Mandela Washington Fellowship for Young African Leaders is a U.S. government program funded by the U.S. Department of State and supported in its implementation by IREX. For more information about the Mandela Washington Fellowship, visit [yali.state.gov](http://yali.state.gov) and join the conversation at #YALI2017.

Article by Emma Briones

### INTERNATIONAL STUDENT ORIENTATION OFF TO A SUCCESSFUL START!



Skyline College is expecting about 100 new international students from 21 countries during the fall 2017 semester. In an effort to ease new students’ transition, the International Student Program (ISP) hosted multiple orientations. The attendees received valuable information on the following topics: F-1 visa regulations, employment, cultural adjustment, safety and security, immigration laws, health insurance coverage, and academic expectations.

The Global Learning Programs and Services and the Counseling divisions provided informative sessions to help new students adjust to campus life and benefit from the support services available at Skyline College. The three-day orientation included the following activities: International Student Club panel, campus tour, counseling presentation, International Student Club reception, placement testing, and class registration. In addition new international students will have an opportunity to socialize with their peers and student ambassadors during the fall 2017 welcome party on August 25.

For many students, it is their first time away from home, so orientation is an opportunity to become acquainted with their new environment. Mr. Chiedoza, father of one of the new students from Nigeria, was impressed with the orientation and the services, he said “this event is very informative and everybody at Skyline College is willing to help.” The International Student Orientation is an important event for international students ‘success and it wouldn’t be possible without the assistance of the volunteers who helped to prepare ahead of time, and worked during the event itself. ISP will continue to provide services and programs for international students as well as for the entire Skyline College community.

Article by Wissem Bennani

# SKYLINE COLLEGE BOARD REPORT

## AUGUST 23, 2017

### SUMMER SCHOLARS INSTITUTE 2017



The Skyline College Summer Scholars Institute (SSI) successfully finished its second year with 116 entering freshmen completing either a 2-week accelerated module or the standard 5-week module. Both modules were designed to accelerate student learning and placement into transfer level math and English as a central component of the Skyline College Promise for students to “Get In, Get Through and Graduate...On Time.”

The Summer Scholars Institute continued to recognize each student's humanity and culture by developing relevant curriculum that would enable students to explore their “College Success Story: Personal Identify and College Readiness.” SSI offered an expanded program this year to provide an immersive two-week experience for 24 students to develop the skills to place into transfer level English if they were already placed at transfer level Math or the converse, as well as complete a Counseling 101 course. At the same time, the traditional 5-week module was offered with 92 students participating in English and Math Seminar series along with a Counseling 100 or Career and Life Skills 137 course. Moreover, to facilitate the development of students’ professional development and co-curricular skills, the program participated in a day-long Workforce Development Conference at the SFO Hilton Hotel enhancing their communication and networking skills, as well as explored the world of entrepreneurship and international education while meeting with the Mandela Scholars. Students also began planning for their future transfer through college visits to UC Davis and UC Santa Cruz.

In addition to accelerating student placement and preparation into transfer level math and/or English, the 2017 SSI enabled students to:

- Develop their critical consciousness and thinking skills
- Increase their comfort and confidence engaging the collegiate experience
- Increase their academic skills and efficacy

A prime example of student growth was exhibited in their math

progression. SSI created a tailored curriculum where students were expected to learn specific math concepts that would both place prepare them for, and place them into, their transfer level math course. The outcome provides a stark visual representation of student learning, see chart 1 below.

Chart 1

	Statistics Course Sequence	Trigonometry Course Sequence	Average Topics Learned
Pre-Knowledge Assessment (Start of Program)	12 Topics	47 Topics	61 Topics
Post-Knowledge Assessment (End of Program)	73 Topics	327 Topics	254 Topics

The Program concluded on Thursday, August 3, 2017 with a Graduation Ceremony with over 200 students, family members and guests celebrating the success of SSI students and launching them into the 2017-18 academic year.

Article by Michael Stokes

### SPARKPOINT AT SKYLINE COLLEGE HONORS OF 2017 & THE SECOND ANNUAL SPARKPOINT CLIENT CELEBRATION



SparkPoint at Skyline College continues to promote its financial capability and support services model around the San Francisco Bay Area and across the country. Select community college administrators toured SparkPoint this year, including a delegation from South African technical colleges who wanted to learn more about SparkPoint’s bundled service approach. In addition to these site visits, the California Community Colleges Chancellor’s Office invited SparkPoint at Skyline College to present for dozens of colleges at their Financial Wellness Initiative Kick-off titled, The Role of Financial Well-Being in Student Success.

Owing to SparkPoint’s development and implementation of the Secured Credit Builder Program, Achieving the Dream (ATD)

## SKYLINE COLLEGE BOARD REPORT

### AUGUST 23, 2017

– the national, nonprofit leader in championing evidence-based institutional improvement – selected Skyline College to host a financial prototypes convening, which brought together 15 colleges from across the nation that have launched innovative approaches to supporting financial capability for students.

On July 13th, 2017, the Second Annual SparkPoint Client Celebration commemorated the financial, educational and career achievements of SparkPoint clients, and invited others to take advantage of SparkPoint. Held on a summer evening for the convenience of students and community members, the celebration included dinner, music, fun games, arts & crafts, prizes, and more – imparting a warm, family atmosphere. The over 125 individuals in attendance also included faculty, staff, administrators and funders. Crucial off-campus program partners such as United Way Bay Area, SF-Marin Food Bank, San Mateo Credit Union and Opportunity Fund supported the event by donating backpacks, flash drives and gift cards. Almerita Rout, a community member, also donated over 100 handmade cloth grocery bags for door prizes in honor of SparkPoint's food pantry.

The SparkPoint Spotlight Award given to SparkPoint client Reinaldo Figueroa punctuated the night. In his passionate acceptance speech, Reinaldo recounted his challenges as a student and veteran, and illustrated the role the Grove Scholars Program, SparkPoint, and Career Services played in overcoming them. He gave special thanks to the staff members who worked with him to create a budget to overcome financial barriers and prepare for his career as a police officer.

Article by Chad Thompson

#### UPCOMING EVENTS

**ALUMNI WRESTLING MATCH**  
**FRIDAY, AUGUST 25, 2017**  
**7:00 P.M. - 9:00 P.M.**

**BLACK LIVES/GREY MATTER**  
**WEDNESDAY, AUGUST 30, 2017**  
**12:30 P.M. - 4:30 P.M.**

**SUCCESS SUMMIT**  
**FRIDAY, SEPTEMBER 22, 2017**  
**8:00 A.M. - 12:30 P.M.**

**A CALL TO CONSCIOUSNESS LECTURE SERIES**  
**WEDNESDAY, SEPTEMBER 27, 2017**  
**11:00 A.M. - 1:00 P.M.**



# President's Report to the SMCCCD Board of Trustees

President Michael Claire ~ August 23, 2017

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## CSM Welcomes New Full-Time Faculty



The college welcomed nine new full-time faculty on August 10. Our new faculty attended an orientation session and met their mentors. The day concluded with a lunch where faculty had a chance to meet board members, Chancellor Galatolo, other CSM administrators and classified staff. The faculty will participate in CSM's new faculty institute for the coming academic year. The event was organized by Theresa Martin, faculty professional development coordinator.

Rene Anderson, Language Arts; Christine Baird, Business/Technology; Jose Gutierrez, Match/Science; Malathi Iyengar, Creative Arts/Social Science; Matthew Montgomery, Academic Support/Learning Technology; Mounjed Moussalem, Business/Technology; Lisa Rael, Math/Science; Katherine Webster, Language Arts; and Elinor Westfold, Language Arts. (Not pictured – Jose Gutierrez and Mounjed Moussalem) ■

## CSM Celebrates Opening Day 2017



President Michael Claire welcomed the CSM community back for the 2017-18 academic year with its Opening Day on Tuesday, August 15, held in the Bayview dining room. A College Fair followed by a formal session focusing on student success and innovative programs, and a call to “move the needle” on student success and achievement featured presentations by Jeremiah Sims and Madeleine Murphy.

The formal session was followed by a variety of professional development workshops for the remainder of the day, including division meetings as well as other college flex day activities. A lunch was also hosted.

CSM thanks Theresa Martin, Jennifer Taylor-Mendoza, the Professional Development Committee, and the Academic Senate for their work in organizing CSM flex days. ■

## Welcome Day 2017



On Thursday, August 10, CSM hosted the 9th annual Welcome Day for new students and their families. A total of 254 new students and 78 friends and family spent the day learning about what to expect the first week of classes, taking a campus tour, and connecting with student leaders. New students also had the opportunity to learn about various College department and programs, meet their peers through icebreakers, and pick up their

student ID cards from the Center for Student Life and Leadership Development. After the formal program, students, their friends and family, and the campus community was invited to enjoy a free barbeque with musical entertainment by CSM's own Professor Rudy Ramirez and his band, Blue Flamingo. (Submitted by Fauzi Hamadeh) ■

## CSM Welcomes New Classified Senate



Over the last few years, a group of CSM staff has been working to re-establish a Classified Senate at the College. CSM had a classified senate several years ago, and both Cañada and Skyline have very active senates.

In May, CSM classified staff voted to adopt the Classified Senate constitution. In June, elections were held for the first officers and senate members. The current officers and senators are: Fauzi Hamadeh, President; David McLain, Vice President; Arianna Avendano, Treasurer; Melina Boyd, Secretary; Kathy McEachron, Events Chair; and Senators Nick Dellaporta, Alicia Frangos, Cynthia James, Margaret McGugan, Carol Ullrich, and Mary Vogt. (Submitted by Fauzi Hamadeh). ■

## New Faculty Institute Initiative Event Proves Productive

The New Faculty Institute (NFI), a Center for Academic Excellence initiative, seeks to provide new faculty with resources and activities that promote their teaching and institutional agency. Each year, new faculty are included in a yearlong community of teaching and learning designed to strengthen the link between faculty and student success.

This year, the new faculty orientation involved introductions and a campus scavenger hunt that highlighted the locations of several key student services. New faculty were also asked to reflect on how their experience accessing student services during the scavenger hunt might differ from those of a new student. The new faculty also met after the flex day event to discuss how the things they learned during the flex day might apply to their teaching practice.

Activities engaged and orientated participants in CSM values and familiarized them with its students, programs, and resources. (Submitted by Jeremiah Sims and Ellen Young). ■

## CSM Awarded 2016-17 Maker Implementation Grant

College of San Mateo has been awarded a grant by the California Community College Chancellor's Office of \$100,000, renewable for a second year, through a competitive process to create an inclusive makerspace community. The grant will provide internships and develop curriculum to prepare students with innovative and entrepreneurial skills to thrive in the regional economy. Twenty-four colleges received funding to participate in the CCC Maker initiative and collaborate across the state, sharing college makerspace best practices and developing a model for creating college makerspace communities.

California Community Colleges are building makerspaces so students, faculty and staff can interact with others who have shared interests. Together, they can learn to use tools, make class projects and develop their knowledge through exploration and hands-on experiences.

To develop a makerspace proposal, College of San Mateo has identified ecosystem partners, designed a process to plan a makerspace, conducted student activities to access student interest, and engaged faculty in the CCC Maker Initiative.

The vision of the statewide initiative is to drive innovation in education and prepare California Community College students for success in STEM/STEAM careers that demand 21st Century skills. The grant will be administered through Sierra College. ■

## CSM Receives MESA Grant

The college will receive \$70,000, renewable for another two years, for a total grant amount of \$210,000.

The MESA Community College Program supports students to successfully transfer to four-year universities in science, technology, engineering and math (STEM) majors. This support is especially crucial to students who come from low-performing high schools. The MESA Community College Program is a partnership between MESA and the California Community Colleges Chancellor's Office. ■

## Promise Scholarship Program Launched!

The College of San Mateo Promise Scholarship supports students by making college more affordable and ensuring that higher education is achievable. Scholarship recipients must agree to enroll full-time at CSM, maintain academic progress, declare a major and complete a comprehensive Student Educational Plan (SEP) by the start of the spring 2018 semester.



Nearly 200 San Mateo County high school graduates and students who have recently completed their GED or Adult Education have been notified that they are eligible for the College of San Mateo Promise Scholarship. The Scholarship covers all student fees (enrollment, health, student representative and body) and provides up to \$300 of textbook support for the fall 2017 and spring 2018 semesters and up to \$150 for the summer 2018 semester. (Submitted by Kim Lopez) ■

## ASCSM Summer Leadership Retreat Brings Staff Together



Between Friday, August 11, and Sunday, August 13, members of the ASCSM student government for 2017-18 participated in the annual summer leadership retreat that allowed them to build closer interpersonal relationships, to learn about different leadership theories, practice communication skills, and to explore their personal MBTI (Myers-Briggs) type. (Submitted by Fauzi Hamadeh) ■

## Kudos

CSM's Electronics Program was been selected as the Second Place Prize Winner of the Fluke Pressure Calibration Tool Grant Program. The program will receive, as a prize, two Fluke 729 Automatic Pressure Calibrators. ■



# Cañada College

## Report to the SMCCCD Board of Trustees

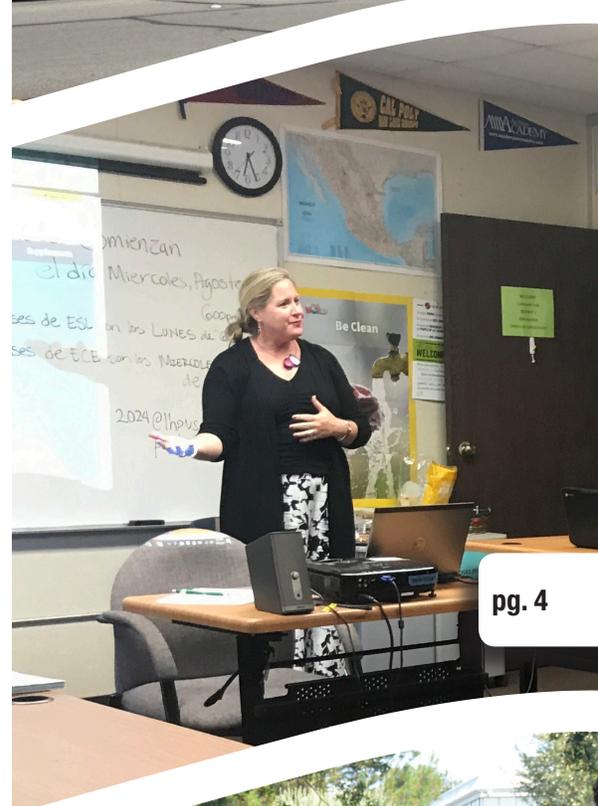
August 27, 2017

### in this **issue:**

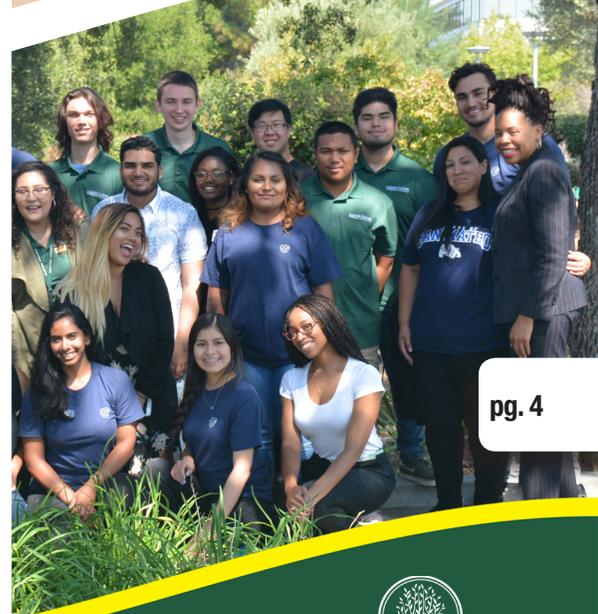
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## SamTrans Launches Test Route from Cañada College



SamTrans has announced pilot Bus Route 78 from Cañada College. The new test route aims to make a positive community impact, reduce traffic and assist working parents to encourage their youth to become familiar with and try public transportation. Additionally, it could help Middle College students who travel to Cañada College.

The bus will travel down Farm Hill Boulevard to Woodside High School's Alameda de las Pulgas pedestrian entrance. The route will follow the current Saturday 278 line, but end right next to Woodside High School. The pilot is scheduled to run from August 16 through December, once in the morning and once in the afternoon and if the bus is filled regularly, the pilot will be extended.

## Community Relations Update

The Cañada College Marketing and Outreach team has completed another productive year building a stronger presence throughout San Mateo County by cultivating new community-based relationships on behalf of the College. In fact, over the past year, the Outreach team has more than doubled its community presence by promoting Cañada College at 83 events, including:

- Redwood City: Community Action Rally, Kermes, Fourth of July, Salsa, Blues, Fiestas Patrias, PortFest, Hometown Holidays Festivals
- Menlo Park: Facebook Farmer's Market, Community College Night
- East Palo Alto: College Fair- Boys and Girls Club
- San Mateo: Housing Family Expo, Sana Sana Health Fair, Career Development Day
- Milpitas: World Journal News College Fair
- Pescadero & Half Moon Bay: Health Fair, Community College Fair, Resource Fair for Mid-Housing
- South San Francisco College Fair, Transition to Independence

While at the events, the team connected with more than 10,000 San Mateo County and northern Santa Clara County residents. The team also hosted a series of application workshops at feeder market high schools and community locations, connecting with more than 400 potential students.

The Marketing & Outreach team has also continued to identify several service-oriented opportunities for students and employees to participate in through Cañada in Your Community, community relations initiative aimed to connect with, and support, San Mateo County residents. In December, the team partnered with local Starbucks and Philz Coffee locations to collect goods for its second annual Holiday Jacket & Toy Drive, supplying more than 200 children from our Coastal communities with jackets or toys for the holiday. In April, the team partnered with the Redwood City Library to host its first-ever Reading Circle, hosting 75 community members (many who had never visited Cañada) to an afternoon of storytelling, craft-making and snacks while learning about educational opportunities available to them at the College. We look forward to hosting a series of Cañada in Your Community events in the upcoming year and invite students and employees to join in the College's outreach efforts.

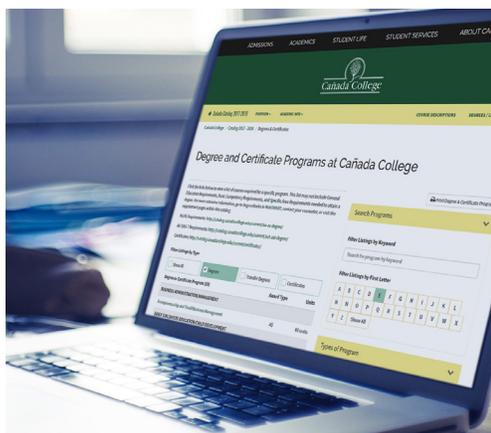
## College Launches First Phase of Mobile-friendly Website

As of August 16, the Cañada College website has a new look! Just in time for the new academic year, the College website has launched phase one of the new [mobile-responsive website](#). Updates include a new homepage and several other new pages on the main site navigation that focus on the new, and current, student experience. Users are now able to easily, and attractively, view [canadacollege.edu](#) from all hand-held devices, including mobile phones and tablets! Additional enhancements include:

- New website with clean user interface, accessibility compliance for disabled users, and responsive to any size screen
- Streamlined online enrollment process for new and returning students
- Enhanced tools for faculty and staff to maintain visually appealing, and functional, web content
- Easy access to the most important services and information for students, staff and faculty

A special thank you to Michael Ryan and Jose Garcia, from the Cañada College Marketing Department, for the time and talent they put into conceptualizing and building the new website. Next steps this year include the Marketing team working with every department to custom-build their respective webpages in the up-to-date mobile format that's consistent in the College's web design. Feedback is welcome as the team continues to evolve the site. Please send suggestions to [canmarketing@smccd.edu](mailto:canmarketing@smccd.edu).

## Online Catalog Now Available



For the first time, Cañada College has launched an online version of the College Catalog! In a Districtwide collaboration with the Office of Instruction, Marketing Department and ITS, the team is proud to debut the new online version of the [Cañada College Catalog](#). The new version boasts several inventive user benefits and features, including: current, revisable and searchable content, mobile phone accessible, printable by section or in its entirety and in alignment with our commitment to sustainability.

## ACCEL in the Community

On July 11, the ACCEL staff led an application workshop at Puente De La Costa Sur, in Pescadero. The team assisted 12 students in registering for Cañada's Early Childhood Education (ECE) and English as Second Language (ESL) courses which will be held off campus in Pescadero, beginning August 16. Staff also assisted the students in applying for the Board of Governors (BOG) fee waiver.

The ECE and ESL courses are a part of the One Childhood, Two Languages Learning Community. The goal of this learning community is to assist second language learners in ECE to acquire English Language skills. The courses are

## ACCEL in the Community (cont.)



linked and the teachers organize around common themes or questions. ACCEL has collaborated with the ECE and ESL Departments to create a five-semester sequence that will lead students to an Associate Teacher's Permit.

The career pathway is a collaborative project with Cañada College, La Costa Adult School and Puente de la Costa Sur and serves students in coastal communities from Half Moon Bay to Pescadero. This is one way ACCEL is leading the way in providing accessible education for the communities. Pictured above is Cañada College, Professor Elizabeth Schuler speaking to students about what to expect in her ESL for ECE Principles course.

## Districtwide Student Ambassador Training

On August 9, the Cañada College Outreach Department hosted Campus Ambassadors from Cañada College, College of San Mateo and Skyline College for the second annual Campus Ambassador Retreat. Each college hosted a day long retreat that included meet-and-greets from their respective College Administrative team, campus tours, team building activities and specialized trainings to prepare the Campus Ambassadors to represent the colleges at local high schools, in the community as well as on campus. The Campus Ambassadors, all students at Cañada College, College of San Mateo and Skyline College, play a vital role in each college's outreach, recruitment and community relations.



## The Impact of Associate Degree for Transfer on Students' Admission to a CSU Campus

To enhance students' admission to universities especially to CSU campuses, the Cañada College Transfer Center encourages students to complete an Associate Degree for Transfer (ADT) similar to the transfer major. This will benefit eligible students to receive Priority Admission to CSU campuses. To complete this degree, students are required to follow the CSU GE breadth or IGETC requirements in addition to the major courses. This degree also does not require students to complete the local degree criteria, which allows them to transfer their course work within our district and/or other colleges and receive a degree prior to transferring.

The Transfer Center has been proactive by informing students of this opportunity and following up with them to ensure they file an ADT petition. In spring 2017, there were 193 students who submitted 211 ADT petitions. This is a 20 percent increase in number of ADT petitions reviewed. As part of the case management for these students, the team evaluated their eligibilities for completion of a University Transfer Certificate. As a result, 43 percent of students on the ADT list is qualified to file for this certificate.

The following is a breakdown of ADT petitions by majors:

Majors	Number of Petitions in Spring 2017	Number of Petitions in Spring 2016	Number of Petitions in Fall 2016	Number of Petitions in Fall 2015
Anthropology	1	1		
Biology	7	6		
Business	35	27	6	2
Communication Studies	19	16	2	2
Computer Science	3	1		
Early Childhood Education	18	18		2
Economics	18	5	4	
English	9	1		
History	5	3		1
Kinesiology	6	8	1	
Mathematics	13	8	2	
Nutrition			1	
Philosophy	3	0		
Physics	1	0		
Political Science	11	4		
Psychology	41	53	11	
Sociology	21	25	8	1
<b>Total approved petitions</b>	<b>211</b>	<b>176</b>	<b>35</b>	<b>8</b>
<b>Total petitions</b>	<b>242</b>	<b>217</b>	<b>41</b>	<b>15</b>

## The Impact of Associate Degree for Transfer on Students' Admission to a CSU Campus (cont.)

Based on ADT petitions and ADT self-reports on CSU applications, in 2016-17 academic year, the number of students who applied to CSU campuses has increased by 39 percent compared to 2015-16 academic year. Fall 2017 admission information received directly from San Francisco State University (SFSU) and Cal State East Bay include:

- SFSU: 358 students applied, 285\* are accepted and 129\* accepted their offer. \*This number may be higher as students complete their applications and, SFSU completes their evaluations.
- Cal State East Bay: 120 students are accepted, but the total number of applicants are not reported.

The Transfer Center looks forward to continue working with students, in the upcoming year, to support them in achieving their transfer goals.



**BOARD REPORT NO. 17-8-1A**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor  
PREPARED BY: Eugene Whitlock, Vice Chancellor, Human Resources and General Counsel  
(650) 358-6883

**APPROVAL OF PERSONNEL ITEMS**

New employment; changes in assignment, compensation, and placement; leaves of absence; changes in staff allocation and classification of academic and classified personnel; retirements, phase-in retirements, and resignations; equivalence of minimum qualifications for academic positions; and short-term temporary classified positions.

**A. ADMINISTRATIVE APPOINTMENT, REAPPOINTMENT, ASSIGNMENT AND REASSIGNMENT  
(NP = New position, \* = New Employee)**

**College of San Mateo**

**Kristiane Ridgway** Interim Dean of Language Arts Language Arts

Reassignment from faculty (Faculty Salary Schedule 80) into this administrative assignment at Grade AD of the Management Salary Schedule 20, effective August 2, 2017.

**B. PUBLIC EMPLOYMENT**

**1. New Hires (NP = New Position, \* = New Employee)**

**Skyline College**

**Lori Lisowski\*** Library Support Specialist Academic Support & Learning Technologies

New full-time, 12-month Classified employment, effective August 1, 2017, replacing Sergio Ferreira who resigned.

**2. Re-Employment**

**None**

**C. REASSIGNMENT THROUGH THE HIRING PROCESS**

None

**D. TRANSFER/ADMINISTRATIVE REASSIGNMENT****Cañada College****James Carranza**Interim Dean of Humanities  
& Social Sciences

Humanities

Transferred from the position of Dean of Language Arts at College of San Mateo into this administrative assignment, effective August 2, 2017.

**College of San Mateo****Anniqa Rana**Interim Dean of Academic Support  
& Learning TechnologiesAcademic Support  
& Learning Technologies

Transferred from the position of Dean of Athletics, Kinesiology, Dance, Library and Learning Resources at Cañada College into this administrative assignment, effective August 21, 2017.

**Alex Weeks**

Instructional Aide II

Kinesiology/Athletics

At its meeting on July 12, 2017, the Board approved an administrative reassignment from a short-term temporary Athletic Trainer position at College of San Mateo into a full-time, 12-month Athletic Trainer position, effective April 1, 2017. A correction is being made to this item. This should be an administrative reassignment from a short-term temporary Instructional Aide II position at College of San Mateo into this full-time, 12-month Instructional Aide II position.

**District Office****Aaron McVean**Interim Vice President of Planning, Research  
& Institutional Effectiveness

Educational Services and Planning

Transferred from the position of Interim Vice President of Instruction at Skyline College into this administrative assignment, effective August 14, 2017.

**E. CHANGES IN STAFF ALLOCATION****Cañada College**

1. Recommend a change in staff allocation to add one temporary Program Supervisor position (Grade 180S of the Classified Professional/ Supervisory Salary Schedule 40) in Kinesiology/ Athletics, effective August 24, 2017 through June 30, 2018.

**District Office**

1. Recommend a change in title for the Chief of Public Safety Officer position (Grade 190E of the Academic-Classified Exempt Supervisory Salary Schedule 35) to Public Safety Captain, effective August 24, 2017.



Katrina Evasco

Program Services Coordinator

Counseling/ EOPS

Resigned effective June 30, 2017.

**I. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS**

None

**J. PROFESSIONAL EXPERT/CONTRACT POSITIONS**

None

**K. 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 College	Trio/A2B	1	07/03/2017	12/30/2017	<b>Office Assistant II:</b> Provide clerical assistance to staff and participants; organize, set up, track and maintain routine financial, student, employee, confidential and resource data in electronic and manual files; prepare a variety of reports; use, enter, modify and retrieve information from the TRIO programs federally mandated database, and other duties as assigned.
College of San Mateo	Math/Science (Astronomy Department)	1	07/01/2017	12/31/2017	<b>Laboratory Technician:</b> The Laboratory Technician performs technical work involved in organizing, coordinating and maintaining supplies, equipment and instructional support services for the Astronomy Observatory and Planetarium. Under general supervision, the employee uses astronomy knowledge to set up laboratory equipment, prepare and organize laboratory materials as needed, demonstrate safe use of equipment, store and dispose of a variety of supplies, and assist faculty in maintaining

					laboratory operations. Public contact is extensive, primarily involving faculty and students for the purpose of providing safety and procedural information concerning Astronomy Observatory and Planetarium operations and supplies.
College of San Mateo	Counseling EOPS/ CARE	1	08/01/2017	12/16/2017	<b>Office Assistant II:</b> Assist program staff with responding to student and visitor inquiries regarding program eligibility and support services; assist with initial program eligibility; complete computer-related assignments such as database and spreadsheet management for intake and student compliance with appointments and progress report(s); set up and maintain current and archived student files; prepare report narratives and summaries of student surveys and reports; sort and distribute program mail.
College of San Mateo	Counseling/ DreamCenter/ Multicultural Center	1	08/21/2017	12/30/2017	<b>Office Assistant II:</b> Assist program staff with responding to student and visitor inquiries regarding DreamCenter and Multicultural Center programming and other support services; assist with initial intake; complete computer-related assignments such as database and spreadsheet management for intake; schedule student appointments; set up and maintain current and archived student files; answer phones and retrieve voicemails for student follow up; sort and distribute program mail.
College of San Mateo	Business/Technology (FIRE)	6	08/16/2017	12/31/2017	<b>Instructional Aide II:</b> Assist instructional staff during manipulative skills practice and examinations in the Firefighter I Academy, Recruit Firefighter Academy, and Emergency Medical Technician basic and refresher courses, including other special assignments as needed.

District Office	International Education	1	08/01/2017	12/31/2017	<p><b>Office Assistant II:</b>  Assist the international homestay program; assist in planning events and visits for visitors to the District; assist in processing expense reports and procard reconciliation; research international data for marketing use; assist in the planning and execution of recruitment trips; other office projects as necessary.</p>
Skyline College	Business, Education and Professional Programs 1(Career & Workforce Programs)	1	08/24/2017	12/31/2017	<p><b>Office Assistant II:</b>  Support the Career and Workforce Program's Retail, Hospitality and Tourism "Learn and Earn" Grant and related grant funded projects. Provide direct support to the Bay Area Region Deputy Sector Navigator for the RHT Grant. Functions include office support, visitor/student intake and support, support of student recruitment, coordination of events, grant data entry, and other duties as assigned.</p>

**BOARD REPORT NO. 17-8-1CA**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor  
PREPARED BY: Kathy Blackwood, Executive Vice Chancellor, 358-6790

**APPROVAL OF PAYMENT OF COMMUNITY COLLEGE LEAGUE OF CALIFORNIA (CCLC) AND CALIFORNIA COMMUNITY COLLEGE ATHLETIC ASSOCIATION (CCCAA) MEMBERSHIP DUES, 2017-2018**

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 part of the CCLC. For 2017-2018, the total being assessed by CCLC/CCCAA for the District's annual membership is \$50,193.00.

Payment of the CCLC portion of the dues, \$29,793.00, is prorated among the Board of Trustees, the Chancellor's Office, and the three Colleges. Payment of the CCCAA portion of the dues, \$20,400.00, is prorated among the three Colleges only.

**RECOMMENDATION**

It is recommended that the Board approve payment of Community College League of California membership dues, including dues for the California Community College Athletic Association, in the amount of \$50,193.00 for 2017-2018.

**BOARD REPORT NO. 17-8-2CA**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor-Superintendent  
PREPARED BY: Kathy Blackwood, Executive Vice Chancellor, 358-6790

**RATIFICATION OF INTERNATIONAL STUDENT INSURANCE PROGRAM, 2017-2018**

Each year, the Colleges make available a health insurance program to international students. International students are required to have accident and sickness insurance when they enroll at any of the Colleges.

The District seeks Board approval to offer the international student insurance program from Ascension Insurance. Ascension Insurance is underwritten by 4 Everlife International Limited and offers many comparable features found in previous programs for students, including availability of emergency care and dental care, but is not required to include all changes in coverage under the Affordable Care Act (ACA). The maximum benefit is at \$250,000 and does not have an unlimited maximum benefit as required by the ACA.

Included in the coverage are hospital room stays, physician expenses, dental care, X-ray, and laboratory work. There is a \$20 copay for physician visits and \$50 copay for hospital stays with a maximum of \$2,500 out of pocket expenses. The policy meets all of the mandates of federal regulations by providing medical evacuation and repatriation of remains benefits for international students. The 2017-2018 premium for international students will be \$1,368.00, which is .0555% higher than last year's premium.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the 2017-2018 insurance program for international students underwritten by Anthem Blue Cross Life and Health Insurance Company and administered through Ascension Insurance, as detailed above.

**BOARD REPORT NO. 17-8-3CA**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor-Superintendent  
PREPARED BY: Kathy Blackwood, Executive Vice Chancellor, 358-6790

**RATIFICATION OF STUDENT ACCIDENTAL INJURY INSURANCE PROGRAM, 2017-2018**

The District has maintained a student accidental injury insurance program since 1961, providing coverage for all enrolled students of the District. In an attempt to minimize premium increases, the District conducts an annual search for an insurance plan that would provide features equitable with previous years' plans at a reasonable cost.

Student Insurance Agency submitted a proposal which is comparable coverage for the major features of the expiring policy. The plan offers combined student/athlete accidental injury coverage and catastrophic coverage. The basic student/athlete accidental injury plan covers 100% PPO charges in-network and 50% out-of-network, a heart/circulatory benefit for intercollegiate athletes, with applicable deductibles. Additionally, the plan provides medical expenses for an accidental injury up to a limit of \$50,000 for students and \$25,000 for athletes incurred expenses during the 52 weeks following an injury. An injured student's medical expenses are covered when in excess of benefits from any personal medical insurance carried by that student or their parents. The benefits of the plan are secondary; however, for students with no other medical insurance it will become primary. The 2017-2018 renewal BASIC and CAT premium is \$206,821.00.

The combined plan offered by Student Insurance Agency includes catastrophic coverage that the District has carried since 1989-90. The plan covers catastrophic injuries extending the benefit limits and period of coverage for athletic injuries for a premium of \$25,000. The plan provides catastrophic coverage to students other than athletes for a premium of \$10,000. The maximum benefit is \$1,000,000 with a five-year benefit period.

The total cost for combined programs is \$206,821 which is a 7.54% increase from 2016-2017 premiums. The annual cost for the basic and catastrophic coverage is covered by student health fees and student athlete coverage is paid from the College General Fund budgets.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve student accidental injury insurance and catastrophic injury programs through Student Insurance, as described above, for a total premium amount of \$206,821.

**BOARD REPORT NO. 17-8-4CA**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor  
PREPARED BY: Ginny Brooks, Executive Assistant to the Board of Trustees, 358-6753

**ACCEPTANCE OF GIFTS BY THE DISTRICT**

Board Policy 8.38, Gifts and Donations, requires that a periodic report of gifts and donations valued at \$1,000 or more be made to the Board of Trustees. All gifts are promptly acknowledged when received. Gifts and donations received since the last report are:

**GIFT**

Four automobiles  
Donated to the Skyline College Automotive Program  
To be used by instructional staff to train new technicians  
and update working technicians

**DONOR**

Subaru of America, Inc.  
2235 Marlton Pike West  
Cherry Hill, NJ 08002

- |  |                    |
|--|--------------------|
| 1. 2015 Subaru Impreza WRX STI Sedan AWD<br>Donor's Estimated Value: | \$22,690.24        |
| 2. 2015 Subaru Forester XT SUV AWD<br>Donor's Estimated Value:       | 19,597.80          |
| 3. 2015 Subaru Impreza WRX Sedan AWD<br>Donor's Estimated Value:     | 15,936.88          |
| 4. 2013 Subaru Legacy Sedan AWD<br>Donor's Estimated Value:          | <u>\$ 9,373.20</u> |
| Total Estimated Value of Donation:                                   | \$67,598.12        |

**RECOMMENDATION**

It is recommended that the Board accept the gifts listed above.

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor-Superintendent  
PREPARED BY: Michael Claire, President, College of San Mateo, 574-6222

**ACCEPTANCE OF 2016-17 MAKER IMPLEMENTATION GRANT  
FOR COLLEGE OF SAN MATEO**

College of San Mateo has been awarded a grant by the California Community College Chancellor's Office of \$100,000, renewable for a second year, through a competitive process to create an inclusive makerspace community, provide internships, and develop curriculum to prepare students with innovation and entrepreneurial skills to thrive in the regional economy. Twenty-four colleges received funding to participate in the CCC Maker initiative and collaborate across the state, sharing college makerspace best practices and developing a model for creating college makerspace communities. College of San Mateo also received a \$40,000 seed grant to help develop the Maker Grant proposal.

California Community Colleges are building makerspaces so that students, faculty and staff can interact with others who have shared interests, learn to use tools, make class projects and develop their knowledge through exploration and hands on experiences.

To develop a makerspace proposal, College of San Mateo has identified ecosystem partners, gone through a design thinking process to plan a makerspace, conducted student activities to access student interest and engaged faculty in the CCC Maker Initiative.

The vision of the statewide initiative is to drive innovation in education and prepare California Community College students for success in STEM/STEAM careers that demand 21st Century skills. The grant will be administered through Sierra College.

**RECOMMENDATION**

It is recommended that the Board of Trustees accept the Maker Implementation Grant award as specified above.

**BOARD REPORT NO. 17-8-100B**

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: José D. Nuñez, Vice Chancellor, Facilities Planning, Maintenance & Operations, 358-6836  
Chris Strugar-Fritsch, Director of Capital Projects, 378-7342

**APPROVAL OF CONTRACT AWARD FOR  
CAÑADA VISTA ROOF REPAIRS PROJECT**

Cañada Vista consists of two buildings with 60 unit multi-family apartments and a community building at Cañada College. The buildings were constructed in 2010 by Segue Construction. Faulty workmanship in construction resulted in roof leakage. To mitigate further damage to the buildings, the District is working to replace the roof and some damaged areas before the rainy season occurs.

On August 11, 2017, the District received three bids for this project as follows:

<b>Contractor</b>	<b>Total Bid</b>
Best Contracting Services	\$ 736,416.00
Andy’s Roofing Company, Inc.	\$1,147,714.90
Stronger Building Services	\$1,163,500.00

After bid opening, Facilities conducted a due diligence investigation of the bid results to ascertain the lowest responsive, responsible bid that meets all the requirements of the project. In addition to pricing, bidders were evaluated for their conformance with bidding requirements. Based on the due diligence review process, Best Contracting Services was deemed the lowest responsive, responsible bidder.

This project will be funded by local funds and repaid pending litigation claim.

**RECOMMENDATION**

It is recommended that the Board of Trustees authorize the Executive Vice Chancellor to execute a contract with Best Contracting Services for the CAN Vista Housing Roof Repairs Project, Bid #86758, in an amount of \$736,416.00 and authorization for an owner contingency of \$100,000.00 to be used as needed to address potential concealed conditions and damaged roofing substrates due to water intrusion from previous roof leaks.

**RESOLUTION NO. 17-11**

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

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**RESOLUTION REGARDING BOARD ABSENCE**

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

**WHEREAS**, at the time of the July 26, 2017 and August 9, 2017 meetings of the Board, Trustee Maurice Godman was absent from a portion of the meetings due to hardship deemed acceptable by the Board;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the San Mateo County Community College District finds that under current law, Trustee Goodman is entitled to receive the regular compensation for the meetings.

**REGULARLY passed and adopted this 23rd day of August, 2017.**

Ayes:

Noes:

Abstentions:

Attest: \_\_\_\_\_  
Richard Holober, Vice President-Clerk  
Board of Trustees

**BOARD REPORT NO. 17-8-3C**

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Lasana Hotep, Dean, Student Equity and Support Programs, 738-4179  
Tony Jackson, Instructor, Psychology/ASTEP, 738-4156  
Tia Holiday, Program Services Coordinator, Student Equity and Support, 738-4315

**SKYLINE FACULTY AND STAFF EQUITY RECOMMENDATIONS**

Faculty and staff of Skyline College have met in response to reports of incidents that were racially insensitive to the African American community. These incidents reflect a broader national climate of racial hostility and cultural antagonism that do not reflect the values of District. From these meetings have come a list of recommendations. The recommendations are intended to leverage our profession as educators and our spaces as educational institutions to provide opportunities for our communities to be more informed and create more harmonious human relationships. The list of recommendations are as follows:

- Course on Race Relations required for all SMCCCD graduates
- Flex Day workshop on Race and Racism attended by all faculty and staff (Fall/Spring)
- Development of Districtwide Culturally Proficiency Institute (Participation considered in Tenure Review and Staff Evaluation)
- Establishment of Ethnic Studies Programs on all SMCCCD campuses
- Creation of Multicultural Centers at all SMCCCD campuses

We are aware that these requests require the cooperation of faculty, staff, administration and students. We are confident that our community of colleagues will work collectively with us to bring these recommendations to fruition but it will be imperative that we have the support of the Board of Trustees and the Chancellor.

Our belief is that there is much work to do in our communities, beyond the recommendations, but these five efforts will set us on the correct course toward cultural competency and educational equity.

San Mateo County Community College District

August 23, 2017

**BOARD REPORT NO. 17-8-4C**

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Mitchell Bailey, Chief of Staff, (650) 574-6510

**CHARLOTTESVILLE, VIRGINIA INCIDENT – DISTRICT RESPONSE AND IMPACT  
ON STUDENTS AND THEIR EDUCATIONAL PROCESS**

The Board will discuss the response of the District and Colleges to the incident in Charlottesville, Virginia and its impact on students.

**BOARD REPORT NO. 17-8-5C**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor  
PREPARED BY: Mitchell Bailey, Chief of Staff, (650) 574-6510

**DISCUSSION OF ACCESS TO DISTRICT PROPERTY BY MILITARY RECRUITERS**

On July 26, 2017, President Donald Trump announced, via Twitter, that his administration would ban transgender people from service in the U.S. military. Since this announcement, his administration has not issued an executive order or policy guidance for implementing such a ban and thus military officials are maintaining status quo until such policies or guidance are issued (if ever).

This issue has raised questions among the Board regarding the District’s ability to prohibit military recruiting on District property because such activities violate the District’s anti-discrimination policies. Staff has reviewed this issue and provides the following brief summary:

**District Policy**

The District has three policies that would govern the District’s response to this issue should such a policy decision be made:

- Board Policy 2.19 – Nondiscrimination – states that “The District, and each person who represents the District, shall provide access to its services, classes, and programs without discrimination on the basis of the Federal and State protected classes including, but not limited to, race; color; national origin, ancestry or citizenship status; religion or creed; age; marital status; sex and gender (including sexual orientation and identity; gender identity and gender expression); physical or mental disability; genetic information; medical condition; political activities or affiliations; military or veteran status; status as a victim of domestic violence, assault or stalking; or because one is perceived to have one or more of the foregoing characteristics or associates with a person or group with one or more of these characteristics.”
- Board Policy 2.31 – Speech: Time, Place and Manner – states in part that “...any individual or group may use campus and District exterior spaces, including lawns, plazas, quadrangles, patios, and similar or related open spaces on the College campuses and District grounds for the free exercise of academic freedom and free expression, subject to the regulations and the restrictions of this policy.”
- District Policy 8.80 – Community Use of District Facilities – states that “No group or organization may use District property to unlawfully discriminate on the basis of federal or state protected classes including, but not limited to: race; color; national origin, ancestry or citizenship status; religion or creed; age; marital status; sex and gender (including sexual orientation and identity; gender identity and gender expression); physical or mental disability; genetic information; medical condition; political activities or affiliations; military or veteran status; status as a victim of domestic violence, assault or stalking; or because one is perceived to have one or

more of the foregoing characteristics or associates with a person or group with one or more of these characteristics.”

### **Federal Policy and Legal Issues**

- In 2006, the U.S. Supreme Court unanimously upheld a law (the Solomon Amendment) requiring colleges to provide equal access to military recruiters and “rejected arguments that colleges have a First Amendment right to exclude recruiters whose hiring practices conflict with their own antidiscrimination policies.”<sup>1</sup>
- The federal government can withhold funding – through grants – to colleges and universities that exclusively prohibit military recruiters. Federal Student Aid is not impacted.
- It appears that colleges and universities could prohibit military recruiters without suffering a penalty if they did so as part of a policy that prohibited all job recruiter activities on their campuses.<sup>2</sup>
- Military recruiters may request “directory information” for students and the college or university must comply based on how it defines what it considers directory information.
- Since the Court’s 2006 ruling, few legal challenges have been issued regarding this matter.<sup>3</sup>

As this is not yet a settled federal policy issue, District staff will continue to monitor and inform the Board of any developments.

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1. <http://www.nytimes.com/2006/03/06/politics/supreme-court-upholds-law-on-college-military-recruiting.html>
  2. <https://fas.org/sgp/crs/natsec/R40827.pdf>
  3. <https://www.nyclu.org/en/college-student-military-recruitment-faq>

**BOARD REPORT NO. 17-8-6C**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor  
PREPARED BY: Mitchell Bailey, Chief of Staff, (650) 574-6510

**TRANSITION TIMELINE FOR BY-TRUSTEE AREA ELECTIONS  
FOR BOARD OF TRUSTEES**

On June 14, 2017, the Board of Trustees voted to move forward with transitioning to By-Trustee area elections. Additionally, the Board voted to eliminate a proposed district map with seven districts and instead consider future maps with only five districts. The District's demographer consultant was tasked with developing a new map (to include in the complement of the two existing five district maps) that would not take into account trustee incumbency with creating potential districts.

Listed below is a proposed revised timeline for the Board's consideration for the implementation of by-trustee area elections.

- September 27 – The Board reviews the proposed maps (including the new map with no incumbency considered) and provides feedback to the demographer.
- October 10 – The Board holds a final public hearing on the proposed trustee areas at the meeting at which the Board considers adoption of proposed trustee areas.
- October 10 – The Board considers a resolution with proposed trustee area boundaries and the sequence of elections from each area.
- November 2017 – District staff completes an application to the California Community Colleges Board of Governors requesting approval of the transition.
- November/December 2017 – The District submits the application to the Board of Governors no later than 30 days prior to the Board of Governors' next meeting.
- January 2018 – Board of Governors considers approval of the request at a subsequent meeting. (Ed. Code, § 72036.)
- Spring 2018 – The District works with the Registrar of Voters to implement the new election system for the 2018 election cycle.