

AGENDA
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
August 22, 2018

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. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*
- *If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements should be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations." A member of the public may also write to the Board regarding District business; letters can be addressed to 3401 CSM Drive, San Mateo, CA 94402.*
- *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three day notice. For further information, contact the Executive Assistant to the Board at (650) 358-6753.*
- *Regular Board meetings are recorded; recordings are kept for one month.*
- *Government Code §54957.5 states that public records relating to any item on the open session agenda for a regular board meeting should be made available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to the members of the Board. The Board has designated the Chancellor's Office at 3401 CSM Drive for the purpose of making those public records available for later inspection; members of the public should call 650-358-6753 to arrange a time for such inspection.*

5:00 p.m. Call to Order

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

1. Conference with Legal Counsel Regarding Three Cases of Existing Litigation:
 - a. San Mateo County Community College District v LocusPoint Networks, LLC, et al, Case No. 17CIV01534
 - b. LocusPoint Networks, LLC, et al v San Mateo County Community College District, Case No. 17CIV01550
 - c. LocusPoint Networks, LLC, et al. v San Mateo County Community College District, Case No. 17CIV04899
2. Conference with Legal Counsel Regarding One Case of Potential Litigation Pursuant to Subdivision (c) of Section 54956.9
3. Public Employee Discipline, Dismissal, Release

PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

RECESS 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

- 18-8-1 [Approval of the Minutes of the Study Session of July 11, 2018](#)
- 18-8-2 [Approval of the Minutes of the Regular Meeting of July 25, 2018](#)

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

- 18-8-1B [Presentation of Above and Beyond Award to Cañada College Bookstore Grab and Go Meal Program Team](#)

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

- 18-8-1A [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.

- 18-8-1CA [Ratification of November and December 2017 District Warrants](#)
- 18-8-2CA [Approval of Payment of Community College League of California \(CCLC\) and California Community College Athletic Association \(CCCAA\) Membership Dues, 2018-2019](#)
- 18-8-3CA [Ratification of Student Accidental Injury Insurance Program, 2018-2019](#)
- 18-8-4CA [Approval of Contract with Adam Lange, LLC for the Development of SAP BusinessObjects and Data Dashboards](#)
- 18-8-5CA [Acceptance of \\$18,000 Grant from the Embassy of France in Washington, D.C.](#)
- 18-8-6CA [Acceptance of California Apprenticeship Initiative – New and Innovative Workforce Grant](#)

Other Recommendations

- 18-8-100B [Adoption of Resolution No. 18-23 Regarding Board Absence](#)

INFORMATION REPORTS

- 18-8-1C [Update on the Futuris Trust](#)
- 18-8-2C [Discussion with AFSCME Regarding Interests in Future Negotiations](#)

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
July 11, 2018, San Mateo, CA**

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

Board Members Present: President Richard Holober, Vice President Maurice Goodman, Trustee Dave Mandelkern, Trustee Thomas Mohr, Trustee Karen Schwarz

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Holober said that during closed session, the Board will (1) hold a conference with legal counsel regarding three cases of existing litigation and one case of potential litigation as listed on the printed agenda, and (2) consider employee discipline, dismissal, release.

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY

None

RECESS TO CLOSED SESSION

The Board recessed to closed session at 5:04 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 6:26 p.m.

Board Members Present: President Richard Holober, Trustee Dave Mandelkern, Trustee Thomas Mohr, Trustee Karen Schwarz

Others Present: Chancellor Ron Galatolo, 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

ANNOUNCEMENT OF ACTION TAKEN DURING CLOSED SESSION

President Holober said that during the closed session, the Board voted unanimously to terminate a Custodian from classified employment.

DISCUSSION OF THE ORDER OF THE AGENDA

President Holober asked that the order of the two information be reversed in order to accommodate expected guests. The Board agreed to place item 18-7-2C as the first information item.

MINUTES

It was moved by Trustee Mohr and seconded by Trustee Schwarz to approve the minutes of the Regular Meeting of May 16, 2018. The motion carried, all members voting Aye.

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the minutes of the Special Meeting of June 4, 2018. The motion carried, with Trustee Mandelkern abstaining and all other members voting Aye.

It was moved by Trustee Mohr and seconded by Trustee Schwarz to approve the minutes of the Special Closed Session Meeting of June 13, 2018. The motion carried, with Trustee Mandelkern abstaining and all other members voting Aye.

It was moved by Trustee Mandelkern and seconded by Trustee Mohr to approve the minutes of the Regular Meeting of June 21, 2018. The motion carried, with Trustee Schwarz abstaining and all other members voting Aye.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Marvin Steinberg, an adjunct faculty member at Skyline College, said he received a letter from AFT regarding a breach within AFT Local 1493 causing certain information about faculty members, including names, ages, home addresses, social security numbers and employment status, to be shared. He said he called AFT and was told that they hired a monitoring service and will pay for the monitoring for one year. He said there were instructions in the letter from AFT on how to sign up for the service; however, the system did not work. Professor Steinberg said he believes that AFT is not

accepting responsibility for their actions. He said he hopes that the District, as the agent for collecting union dues, will accept some responsibility for protecting faculty. He said he wrote to Chancellor Galatolo today asking for a document stating that if any identification theft occurs because of the aforementioned malfeasance, the faculty member will not be liable for any illegal transactions and the District and AFT will assume all responsibility for any identification theft created through the malfeasance.

Monica Malamud, a professor at Cañada College and AFT 1493 Past President, said the data breach occurred on May 18. She said the union took prompt action to investigate and to inform all faculty members who were affected through emails that were on file and through the U.S. mail. She said the union reached out to the national AFT for advice and also sought legal advice on what action was required in the State of California. She said a dedicated email account has been set up to handle inquiries about the breach and is being monitored by AFT 1493 President Paul Rueckhaus.

President Holober said he recognizes that this is a grave matter. He said that since it was raised during statements from the public on non-agenda items, the Board is not at liberty to respond in depth or discuss the matter at length. Trustee Mohr asked when the District became aware of the breach. Chancellor Galatolo said the District became aware today when he was informed of it by Professor Steinberg.

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (18-7-1A)

President Holober said staff requests a change to the last item on page 5 of the report. The effective date for the end of the interim assignment for the Interim Vice Chancellor, Educational Services and Planning, should be July 2, 2018. It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to approve the amended report. The motion carried, all members voting Aye.

Other Recommendations

APPROVAL OF REVISIONS TO BOARD POLICY 1.02, ORGANIZATION OF THE BOARD (18-7-100B)

It was moved by Trustee Schwarz and seconded by President Holober to approve the revisions as presented. Trustee Mandelkern said he understands the intention to modify the policy to bring it into conformance with the new election method. He said he also understands that in the interest of time, the revisions have not gone through the regular vetting process. Chief of Staff Mitchell Bailey said he serves as co-chair of the District Participatory Governance Council. He said he and co-chair Leigh Anne Shaw discussed the matter and agreed that it would be appropriate to bring the proposed revisions to the Board at this time because the Council will not meet again until September.

Trustee Mandelkern said the proposed policy revisions include, "A candidate for election as a member of the Board of Trustees shall reside in and be registered to vote in, the trustee area he or she seeks to represent." He said he believes it is the intention of the Board that trustees maintain residency in the trustee area for the length of their terms. He said he would like that clarification to be included in the policy. Mr. Bailey said the proposed policy language is taken directly from the Election Code. Chancellor Galatolo said he believes Trustee Mandelkern's suggestion also reflects what is in the law. It was agreed that Mr. Bailey will confer with legal counsel to confirm this. The Board agreed to take action on the proposed revisions, with the understanding that the clarification on trustees maintaining their residency for the duration of their terms is added. If this addition is not verified by legal counsel, the policy will be brought back to the Board for further discussion.

President Holober referenced a section on vacancies which states that if a provisional appointment is made, the person appointed "shall hold office only until the next regularly scheduled election for Board members, when an election shall be held to fill the vacancy for the remainder of the unexpired term." He said he interprets this language to mean the term of the appointment will be until the next regularly scheduled election and not the scheduled election for that particular seat. Trustee Schwarz said she had personal experience with this when previously serving on another board and confirmed that President Holober's interpretation is correct.

After this discussion, the motion to approve the revisions with the modification noted above carried, all members voting Aye.

STUDY SESSION

DISCUSSION OF 2018 BOARD ELECTION OUTREACH EFFORTS (18-7-2C)

Trustee Mandelkern thanked staff for researching election law and for presenting options for outreach activities. He said he believes the outreach efforts should be simple and spartan, informing the public that there is a new election method and noting the two trustee areas that will be up for election in November. Trustee Mandelkern said the flyer attached to the board report shows the two districts that will be up for election, is free of editorial content, and directs people to the County Office of Elections for clarification or more information on boundaries. He suggested that the flyer highlight the two areas in more contrast to the other three areas that will not have elections in November.

Trustee Mohr said the intention in changing to by-trustee area elections was to provide greater opportunity for diversity on the Board. He said he believes that any outreach activities should be in compliance with this intention. He suggested that information be provided to various groups and sent to places where people gather, such as libraries.

Trustee Schwarz said that in speaking with people in the community, she has found that much of the public does not know about or understand the new election method. She said she believes that the cities, school districts and other organizations in the areas involved – Area 2 and Area 4 – should be notified as soon as possible. Trustee Schwarz said that disseminating information to as many people as possible might encourage individuals who have not chosen to run for a seat before the change to by-trustee area elections.

Trustee Mandelkern suggested that, if approved by legal counsel, an advertisement be placed in the daily newspaper that covers both trustee areas that are up for election. Mr. Bailey said outside legal counsel has confirmed that all of the recommendations for outreach included in the board report, including newspaper advertisements, are simply informational and do not constitute electioneering. He said he has reserved space in three newspapers, pending approval by the Board to move forward.

Trustee Mandelkern said his concern with the summary list of organizations included in the board report is that it might be seen as biased in distribution, e.g. which religious institutions are included and not included, including or not including veterans groups, AARP, etc. He said he would be more comfortable with providing information to elected boards and in public places such as libraries. Trustee Schwarz said she is in favor of providing information to the community in the widest circle possible. She said she would be willing to deal with jealousy of civic organizations should it occur. Trustee Mohr said he does not have a problem with the list. He said distributing information as broadly as possible informs the general public and might cause individuals, especially those from underrepresented communities, to consider running for a seat on the Board. Trustee Mohr suggested that staff work with cities, which can provide information on groups and entities and where they gather.

President Holober said that if information is disseminated widely, he believes it should go to a wider list than the one included in the report. He said examples are various publications, including Chinese language publications such as World Journal; NAACP branches; Organization of Chinese Americans; Filipino Center; student organizations; labor organizations; and senior organizations. He said the outreach should be conducted countywide and should include the Midcoast Community Council.

Trustee Mandelkern said the outreach should be conducted as soon as possible if it is to have an impact. He noted that the filing period for the election opens on July 16 and closes on August 10. President Holober said that given the short timeframe, the closing date is an important item to include in the information provided.

Chancellor Galatolo thanked the Board for giving direction to staff on this matter.

DISCUSSION OF 50 PERCENT LAW (18-7-1C)

Chancellor Galatolo said that at a previous Board meeting, the issue of the 50 Percent Law was broached, primarily by AFT regarding their concerns about the District not complying with the Law. Included in the conversation was AFT's suggestion that there was a lawsuit against the Marin Community College District concerning this issue. Chancellor Galatolo said this was actually a stipulated agreement between the Marin Community College District and the union in 1985. He said it was not litigated and there was no case law.

Chancellor Galatolo said the 50 Percent Law is 60 years old. He said it was designed when California had a K-14 system and was designed predominantly for K-12 education. He said that when the community colleges broke away as two-year institutions, the arcane vestige of the Law continued to persist, even though community colleges were fundamentally a different learning environment then and are a completely different learning environment now.

Chancellor Galatolo said he believes the 50 Percent Law hurts students because it forces institutions to make strategic decisions around what he considers to be an outdated, Byzantine law that does not focus on the contemporary needs of students. He said he believes the Law also hurts faculty. He said it is often thought that districts comply with the Law by increasing the numerator, meaning adding more faculty or increasing the compensation of faculty. He said compliance can also be accomplished by modifying the denominator, which includes faculty such as counselors, tutors and librarians. Chancellor Galatolo said the denominator also includes release time. He said the District currently allots almost \$7 million in release time for faculty to work on programs such as the Promise Programs and Guided Pathways. He said faculty could be reassigned back into the classroom and away from these areas that are making a measureable positive difference for students. He said the District could also comply with the Law by giving faculty a 17 percent increase in compensation – which is the anticipated total amount that would be given to all employees over the next two to three years – at the expense of all other groups. He said he would not recommend this option. He said the District is experiencing declining enrollment and District faculty are already the highest compensated in the Bay 10 and among the highest compensated in the state.

Chancellor Galatolo said he often hears that the District continues to add administrator positions and does not add faculty positions. He said he retrieved data from the last ten years, which the Board has seen on numerous occasions. He said there were 54 administrators in 2008 as opposed to 52 in 2018. The current 52 administrators include two who work at the Foundation and two who are not compensated through the general fund. He said he would argue that the District is one of the leanest in the state in terms of the number of administrators.

Chancellor Galatolo said there has been an increase of 20.5 non-instructional faculty members since 2012-13, an increase of 47 percent. He said these positions have included librarians and counselors, along with faculty who work in tutorial labs and, more recently, Guided Pathways and the Promise Programs. He said that during the same period, there has been an 8 percent increase in the number of instructional faculty, even though the District has had a 23 percent decline in the number of students it serves. He said the District's international student program has grown by 234 percent since 2013.

Chancellor Galatolo said the District Strategic Plan emphasizes a focus on underserved, marginalized students. He said staff and talented faculty are needed to build programs through release time in order to fulfill this mandate. He said data show that the programs are working and are making a positive difference for students. Chancellor Galatolo said he sees no reason to use the 50 Percent Law as a tool in decision-making; rather, he believes in making decisions that will address the strategic vision that the Board so carefully put together several years ago.

Chancellor Galatolo said that if the Board were to direct compliance with the 50 Percent Law, the following are ways that it could be achieved:

1. Increase faculty compensation, which would result in approximately a 17 percent increase for faculty and no increase for any other classification.
2. Put faculty coordination, release and reassigned time back into the classroom, which would be misaligned with Strategic Plan, Promise and Guided Pathways initiatives and is in direct conflict with the District's version of the CUNY ASAP model (accelerated academic achievement).
3. Put all faculty into the classroom, including counselors, librarians and psychological services.
4. Lay off non-faculty employees, which would equate to a reduction of approximately 131 classified/ administrative positions.
5. Reduce non-salary expenses, which would represent a reduction of about 50 percent of non-personnel operating expenses.

Chancellor Galatolo said he obviously would not recommend any of these options.

Aaron McVean said that in his role as Vice Chancellor for Educational Services and Planning, the Board has charged him with overseeing the implementation of the Strategic Plan. He said one of the keys to achieving the goals of the Strategic Plan is the innovation taking place at the District and the Colleges. He said that in order to have that level of innovation, flexibility and resources are needed to put programs in place that will positively influence student success as well as equity and social justice. For example, Vice Chancellor McVean said that Skyline College faculty members

brought a proposal to the administration that called for five faculty members to get .6 release time each to work on the implementation of Guided Pathways. He said these are the same faculty members who made a presentation on Guided Pathways to the Board. As another example, Vice Chancellor McVean said that when it was recognized that DACA students needed additional services, the District did not hesitate in designing DREAM Centers using money from the general fund, but had to be concerned only about doing what is right for students. He said other social justice programs in the denominator of the 50 Percent Law include Project Change, SparkPoint Centers, Faculty Diversity Internship Program and cultural-based learning communities. Vice Chancellor McVean thanked the Board for the opportunity to present his perspective.

District Academic Senate President Leigh Anne Shaw said the 50 Percent Law has been used as a metric for recommending the numbers of faculty to serve students. She asked what alternative metrics the District feels more confident in relying on. Chancellor Galatolo said the metrics are included in the Strategic Plan. President Stanback Stroud said that at no point in her tenure as Vice President of Instruction or President of Skyline College did she consider the 50 Percent Law. She said the metrics for determining how many full-time faculty are needed is impacted by:

- Whether there is enough load for an assignment
- Whether there is there enough enrollment
- Program development
- Governance process; prioritization in recommending full-time faculty
- Budget Committee recommendations on hiring
- Overall Strategic Plan

Trustee Mohr said the District is fortunate to have \$60 million more per year than a revenue limit district of the same size. He said the student body served by the District is very different than it was twenty-five years ago. He said diversity has become paramount and the District cannot take the position that support services are not important to the students being served. He said a tremendous amount of time and energy has been put into designing programs that provide the support students need to be successful. He said that at the same time, the Board has been clear that they expect to see data. He said the data he has seen has led him to believe that major, positive changes are occurring. Trustee Mohr said the Board has a responsibility to recognize that everything that is accomplished in the District is with and through faculty and staff who live in the most expensive housing market in the country. He said the District cannot ignore this and must respond through the Strategic Plan, negotiations, leadership structure, participatory governance processes, etc.

Trustee Mohr said the 50 Percent Law was established in 1961 and interacts with the 75/25 Law and the Faculty Obligation Number (FON). He said the thinking at the time of the enactment of the 50 Percent Law was that it was a way to increase enrollment. He noted that the Law was passed prior to the implementation of collective bargaining in 1975. Trustee Mohr said the Board tries to bring balance between investing in faculty and staff and investing in teaching and learning so that the goals of the Strategic Plan and the basic mission of the institution are accomplished. He said the Board has a responsibility to take care of human needs and academic needs. He said he is not saying that the 50 Percent Law is not important; however, he said it is problematic if the Board reasons its way out of its responsibility by saying “it’s the law.” He said he would like leaders to talk with each other to reestablish and understand priorities, understand what it costs to educate a student in the District, determine what resources the District can bring to bear to support instruction, and discuss whether some mitigation regarding the 50 Percent Law might be possible. Trustee Mohr added that there are unions in America that have a long history of assuming that kind of responsibility.

Trustee Schwarz said students recently went through graduation and she wonders how many may not have been able to graduate without some of the programs and resources that the District offers. She said that because the District is community-supported, the Board made a decision to address helping students in a complete way. She said she does not believe this has harmed faculty as they have maintained their numbers, are well-paid and are given release time and other things that they deserve to have. Trustee Schwarz said the Board has agreed with the Strategic Plan, the Promise Program and Guided Pathways. She said she heard President Stanback Stroud talk about how she does not consider the 50 Percent Law when determining staffing, but considers need and interest as the Board has laid out. She said she assumes this is true at the other Colleges as well. She said the communities and students within the District are different than they were in 1961 and the District tries to accommodate the faculty and staff who live in the most expensive place in the country as best it can. Trustee Schwarz said she is proud of the accomplishments of the programs that have been put into place in the last few years and she does not see why a change would be made. She said she agrees that communication is necessary, including a discussion of things that individuals would be willing to give up in order to comply with the 50 Percent Law.

Trustee Mandelkern said he would like to think that everyone is on the same side in this discussion in that everyone wants to help students be successful. He said that when the focus is on the needs of students and everyone works together, the District is at its best. He said that some compelling arguments have been made regarding the 50 Percent Law; however, consideration must be given to the fact that it is the law. He said that in the past, the District has demonstrated that it can be a powerful advocate for change, such as with accreditation, and the same could be done in this case if it is believed that the 50 Percent Law is not good for students.

Trustee Mandelkern quoted from a handout addressing the 50 Percent Law, under the section on Current Expense of Education: "In addition, a few years ago, the Chancellor's Office also excluded retiree benefits from this calculation, including benefits for retired classroom instructors." He confirmed with Executive Vice Chancellor Blackwood that contributions to STRS and PERS for all current employees are included in the denominator. The numerator includes STRS payments only for faculty who are considered classroom instructors, while non-instructional faculty are included in the denominator only. Retiree benefits are not included in either the numerator or denominator. Trustee Mandelkern asked how the dramatic escalation of retiree benefit payments could affect compliance with the 50 Percent Law. Executive Vice Chancellor Blackwood said the effect could be substantial because PERS contributions have increased at a faster rate than STRS and this has increased the denominator faster than the numerator. Trustee Mandelkern said this points to the recognition that some items are out of the District's control.

Trustee Mandelkern said his recommendation is to have the leadership work together to determine the right balance between the numerator and denominator of the spending equation, which might or might not coincide with 50 percent being the right answer. He said that putting all faculty back into the classroom, which would eliminate important programs and student services, would not benefit students or the community, and he suspects that faculty leadership would agree that this is not the right solution. Trustee Mandelkern said he believes the metrics in the Strategic Plan around student success are a better guide for determining whether the money being spent is resulting in improving education and increasing student success.

President Holober asked if the Current Expense of Education includes the District's reserves. Executive Vice Chancellor Blackwood said it does not. President Holober asked how much money is put into the reserve annually. Executive Vice Chancellor Blackwood said there is not a line item in the budget setting aside new money for the reserve. She said any money put into the reserve comes from the previous year's ending balance. Trustee Mandelkern asked if money that is put into the Futuris Trust Fund comes from the general fund and whether the District would be closer to compliance with the 50 Percent Law if no money was added. Executive Vice Chancellor Blackwood said approximately \$2 million of the money put into the Trust is included in the denominator; the portion charged against future retiree benefits for teaching faculty is included in the numerator.

President Holober asked for clarification on what items are considered "transfers out" which are not included in the Current Expense of Education. Executive Vice Chancellor Blackwood cited the example of Public Safety. She said the District charges all Public Safety expenses to the categorical restricted fund. Part of the expenses are covered by parking fees and fines; however, this does not produce enough revenue to cover all expenses so money is transferred from the general fund to cover the remaining expenses. Executive Vice Chancellor Blackwood said another example is the Promise Program, which receives external funds. She said she has asked the Colleges to move the Promise Program to the restricted side for the 2018-19 year. A transfer will then be necessary to cover the portion of the Program that is not funded by external sources. She said this will shrink the denominator. President Holober asked if there are ways to shrink the denominator that will not change anything except how the accounting is done. Executive Vice Chancellor Blackwood said the District has done everything possible within the limits of the Budget and Accounting Manual.

President Holober said he agrees that the District is doing creative things that are showing results for students and he does not want this to change. He said he does not believe that the age of a law determines its validity and he cited Medicare, Social Security and the First Amendment as examples. He said he believes the relevant factor is whether a law is serving a purpose. He said his assumption regarding the 50 Percent Law has been that no less than 50 percent of tax dollars that the public willingly pays for education should be spent in the classroom. He said he suspects the public would be surprised to hear that no less than 75 percent of the dollars is spent in the classroom.

President Holober said the amount of decline in resident enrollment raises a red flag for him. He said he understands the cyclical nature of enrollment and that during an economic boom, people feel less need to attend community college. However, he said he finds it troubling that the District went from an enrollment of 19,600 resident students five years ago to 15,000 currently. He questioned whether the District is doing enough to provide opportunities to the entire community.

and whether it is reaching everyone it should be reaching. President Holober said another factor is the full-time to part-time faculty ratio. He noted that teaching is not a day job for many part-time faculty members and some travel up and down the Peninsula to cobble together one job. He said he would like to see the percentage of full-time faculty increase and the percentage of part-time faculty decrease. He said he believes this provides better educational outcomes and would be the right thing for both students and dedicated faculty members. He said that if classes are being closed due to declining enrollment, it is worth asking if the District can be more forgiving about the number of students enrolled in order to keep a class open. He said smaller classes can offer a richer educational setting and can offer more academic support in the classroom for some of the same students being served through programs that are not counted in the 50 Percent Law. Trustee Mohr agreed that full-time faculty are an asset for which the District cannot find a substitute. He said he believes the District pays too much attention to load and should pay more attention to programs and success rates. He added that much of the learning on a college campus takes place outside of the classroom and this is conducted by full-time faculty and classified staff.

Trustee Mandelkern said San Mateo County has an unemployment rate of approximately two percent, which means that many jobs are going unfilled. He said this accounts for a large portion of the decline in enrollment. He agreed with the idea of examining whether there are segments of the population that are still underserved. He said only sixty to seventy percent of high school graduates in the County go on to enroll in any college and it behooves the District to ask if there are opportunities to attract and offer education to the other thirty to 40 percent. Trustee Schwarz said attracting these students is the goal of some of the programs that have been developed. She agreed that this is a good time to enhance the efforts.

President Claire said that even though there is declining enrollment, College of San Mateo made the decision to hold steady instead of canceling numerous classes because the College does not want to lose capacity or lose valuable adjunct faculty. President Stanback Stroud said that at Skyline College, forty percent of seats in the classroom on average are empty. She said there are approximately 28 students enrolled in a class. She said the College pays attention to load because (1) it is a representation of responsible stewardship of the public's money, and (2) for every one point in load, there is \$30,000 of real money. She said the way to get more full-time faculty is through a balance between efficient use of the resources available combined with programmatic and academic drivers. For instance, she said that having 35 students in a class makes sense for some disciplines but not in others. President Stanback Stroud said load is not just an issue about whether there are 20 students in a class, but is part of an overall complex enrollment management strategy. Trustee Mohr said the total number of students at a college and the sequence of courses are other factors to consider.

President Holober said there seems to be agreement among Board members that there would be value in getting leaders of all stakeholder groups involved in a discussion on the 50 Percent Law. Chancellor Galatolo said staff will follow up with this suggestion.

STATEMENTS FROM BOARD MEMBERS

Trustee Schwarz said that she, along with Trustee Mohr and Trustee Mandelkern, attended the ninth Trades Introduction Program (TIP) graduation at College of San Mateo. She said the program has grown over the years and an increasing number of women have participated in the program.

Trustee Schwarz said she has been attending monthly meetings regarding human trafficking in San Mateo County. She said she got involved with the issue after attending a presentation at Cañada College in 2016. She said the County has appointed a Human Trafficking Program Coordinator and is working on creating posters that will list a local telephone number to call to report suspected cases of human trafficking. There will also be an awareness program on human trafficking at the Santa Clara County Fair. Trustee Schwarz said human trafficking is the fastest growing business in the United States and occurs right here in San Mateo County. She said she is pleased that the County has developed a program and is working with law enforcement.

Trustee Mohr addressed last month's Supreme Court decision in *Janus v. AFSCME* which he said seeks to turn back the clock on almost a half century of progress for working people. He said he feels strongly about speaking on this item because he was born and raised in a small steel town where the "Little Steel Strike" took place in 1937. The CIO had made arrangements with the large steel companies for a 40-hour work week and other issues, but the smaller companies, such as Republic Steel and Youngstown Steel, would not agree. The workers went on strike, three people were murdered within a week, and the National Guard was called in. A large number of the town's residents worked in the Republic Steel Mill and community leaders recognized the importance of unions and the quality of life of the workers.

Trustee Mohr said the same well-funded special interests that brought anti-worker, anti-education policies in state legislatures across the country are behind the *Janus* case. He said the National Right to Work Foundation, the group whose lawyer argued the case on behalf of Mark Janus, is part of a network of organizations funded by corporate billionaires. He said the consequences of undercutting teachers' rights to collective bargaining have already been seen. In 2011, Wisconsin's Act 10 eliminated collective bargaining rights for most state and local government workers. After the law passed, teacher turnover accelerated and teacher experience shrank. The percentage of teachers with less than five years of experience rose from 19.6 percent in the 2010-2011 school year to 24.1 percent in the 2016-2017 school year. The percentage of teachers who left the profession increased dramatically.

Trustee Mohr said that California Assembly Bill 2970, authored by Assemblyman James Cooper, mandates that public agencies cannot announce publicly the place of new employee orientation meetings. Additional California requirements include:

- Contacts for all employees must be provided to the union every 120 days
- Employees must have regular opportunities to sign up
- The union, and not the agency, must collect forms
- The agency must confer with the union before sending out any mass communication about *Janus*

Trustee Mohr concluded his remarks with a quote from Martin Luther King, Jr.:

“ . . . the labor movement did not diminish the strength of the nation but enlarged it. By raising the living standards of millions, labor miraculously created a market for industry and lifted the whole nation to undreamed of levels of production. Those who attack labor forget these simple truths, but history remembers them.”

Trustee Mandelkern said human trafficking is a large issue in San Mateo County because San Francisco International Airport provides a gateway. He said there are innovative programs in the County for training workers at the airport, as well as nearby hotels and transportation services, on how to look for warning signs of human trafficking. He said there are also non-profit organizations that help victims of human trafficking put their lives back together.

Trustee Mandelkern said he enjoyed the TIP graduation ceremony, as well as the topping out ceremony for the new Science and Technology building at Cañada College.

Trustee Mandelkern, noting the recent Fourth of July holiday, said he looks at the country as a work in progress. He spoke of what the country once stood for in terms of the American dream – that people are created with dignity, respect, equity and justice for all, and that people work to provide for their children and raise the next generation to have greater opportunities than they have had. He said there have been stains on the fabric of the country over 242 years, but there are many things that are right about America and he chooses to focus on the parts that are good. He said he believes that people of good will can work together to make the country a better placed in the future.

Trustee Mandelkern thanked Trustee Mohr for providing a good background regarding the *Janus v. AFSCME* case. He said he is interested in seeing what the District can do to help protect its workers who are part of collective bargaining units and help preserve the value that is brought to the workplace by having effective collective bargaining and effective representation of workers. He said he believes it is a matter of fundamental fairness that people should not get a free ride. He said he does not anticipate that many District employees will opt out of paying union dues because of the *Janus* case; however, he said he would like to explore whether those who do can be placed in a separate category of employees who would not receive the benefits that their union leadership bargains for in terms of salary increases, benefit increases, representation, seniority rights, workplace rules, etc. Trustee Mandelkern said he has been informed that this would be illegal and impossible to do, but he would like to have people who are experts in labor law render an opinion on it.

President Holober said he has submitted suggestions for a questionnaire soliciting feedback from individuals who regularly attend Board meetings, as discussed at the Board Retreat in April. The purpose of the questionnaire is to assist the Board in their self-evaluation process.

President Holober said he worked at the National Labor Relations Board (NLRB) when he was in graduate school and practiced before the NLRB as a union organizer. He said that state law largely mimics federal law and is clear about the system called exclusive representation, meaning that when a union is voted in, it is required to represent everyone and when a union is voted out, it represents no one. He said that the question of instituting a separate category of employees would be in obvious violation the law and he is not sure it is worth asking the question. Trustee Mandelkern said that rulings sometimes have unintended consequences and he wonders if the *Janus* ruling might have created a problem around the issue of free speech. He also questioned whether the District might be under state law rather than federal law and if there is a possibility to lobby for change to the state law. President Holober noted that the federal *Janus* case involved state collective bargaining. He said the case might provide an opportunity to promote the value of the unions to their members and to rekindle some “fighting spirit.” Trustee Mohr said it can provide an opportunity for the District and the union as partners to look at how the union engages in a broader range of matters that are significant to teaching and learning. He said Albert Shanker’s plea shortly before his death was that the union be a major leader in all matters that impact the quality of the educational process and that it engage people in more constructive ways across the entire spectrum of human need.

ADJOURNMENT

The meeting was adjourned by consensus at 8:49 p.m.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the August 22, 2018 meeting.

Maurice Goodman
Vice President-Clerk

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
July 25, 2018, San Mateo, CA**

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

Board Members Present: President Richard Holober, Vice President Maurice Goodman, Trustee Dave Mandelkern, Trustee Thomas Mohr, Trustee Karen Schwarz

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Holober said that during closed session, the Board will (1) hold a conference with legal counsel regarding four cases of existing litigation and one case of potential litigation as listed on the printed agenda, (2) hold a conference with real property negotiators as listed on the printed agenda, and (3) consider employee discipline, dismissal, release.

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY

None

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 5:02 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 6:10 p.m.

Board Members Present: President Richard Holober, Vice President Maurice Goodman, Trustee Dave Mandelkern, Trustee Thomas Mohr, Trustee Karen Schwarz

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

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT

President Holober announced that there was a request to adjourn the meeting in memory of former Trustee Tom Constantino who passed away recently. He said Mr. Constantino served on the District Board of Trustees from 1986 to 2003, eventually retiring as Board President and Trustee Emeritus. He had a very distinguished career in the military, retiring as a Marine Corps colonel after 31 years of service. He spent nearly 20 years at Visa, previously was with Bay View Bank, and served as a Congressional aide for California's 14th Congressional District. Community service was Mr. Constantino's passion and, in addition to serving on the District Board, he helped lead the Toys for Tots initiative, served on the U.S. Naval Academy admissions board and the Serra High School board, volunteered for Interplast, and belonged to the San Mateo Rotary Club. The Board agreed to adjourn the meeting in memory of Mr. Constantino.

DISCUSSION OF THE ORDER OF THE AGENDA

None

REPORT OF ACTION TAKEN DURING CLOSED SESSION

President Holober said the Board took no action during closed session.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo said Former Trustee Constantino was an impactful individual on the Board and was an ambassador for the District. He said his passing is deeply felt by many in the District.

Skyline College President Stanback Stroud said the College was notified that it has received accreditation for the Bachelor's Degree program in Respiratory Care. She thanked Vice President of Instruction Jennifer Taylor Mendoza and Dean Ray Hernandez for all the work they did to make this possible.

Cañada College President Moore said the STEM Center has received another National Science Foundation grant in the amount of \$1.2 million, thanks to the work of Professor Carol Rhodes and Project Director Georganne Morin.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

José Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations, said the District will be receiving two prestigious design awards (Cañada's Kinesiology and Skyline's Environmental Studies Buildings) at the upcoming annual Community College Facilities Coalition (CCFC) Conference in September.

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (18-7-2A)

It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to approve the items in board report 18-7-2A. The motion carried, all members voting Aye.

APPROVAL OF THE ALLOCATION OF TOTAL COMPENSATION AND NEW SALARY SCHEDULES (18-7-3A)

It was moved by Trustee Mohr and seconded by Trustee Schwarz to approve the allocations detailed in the report. David Feune, Director of Human Resources, said that in order to comply with Government Code 54953, staff is summarizing the material terms of the proposed allocation of total compensation and new salary schedules as follows:

1. There is no allocation of total compensation for AFT. However, AFT has met with its Executive Committee and will be informing the District of its proposed allocation of total compensation in time for staff to present AFT's decision at the Board meeting in August. This timeline is consistent with the start of the academic year.
2. AFSCME members voted to allocate their 2018-19 funds entirely to the salary schedule, resulting in a 3.03% increase effective July 1, 2018. The increase is reflected in the Buildings and Grounds Salary Schedule 70.
3. CSEA members voted to allocate their 2018-19 funds to the salary schedule, resulting in a 4.17% increase effective July 1, 2018, and to the medical cap, resulting in an increase of \$30 for a single party plan, \$75 for a two-party plan and \$100 for a family plan effective January 1, 2019. The increase in salary is reflected in the Classified Salary Schedule 60.
4. Non-Represented Non-Exempt employees voted via a survey to allocate their 2018-19 funds entirely to the salary schedule, resulting in a 4.33% increase effective July 1, 2018. The increase is reflected in the Classified Professional Supervisory Salary Schedule 40 and the Confidential Salary Schedule 50.
5. Non-Represented Exempt employees voted via a survey to allocate their 2018-19 funds entirely to the salary schedule, resulting in a 4.58% increase effective July 1, 2018. The increase is reflected in the Executive Salary Schedule 10, the Management Salary Schedule 20 and the Academic-Classified Exempt Supervisory Salary Schedule 35.

The motion to approve the allocation of available compensation for each employee group and the salary schedules reflecting the agreed-upon salary increases carried, all members voting Aye.

APPROVAL OF CONSENT AGENDA

President Holober said the consent agenda consists of board reports 18-7-1CA through 18-7-10CA as listed on the printed agenda. Vice President Goodman asked that items 18-7-7CA and 18-7-8CA be removed from the consent agenda for further discussion. Trustee Mohr asked that item 18-7-5CA be removed from the consent agenda for further discussion. It was moved by Trustee Mandelkern and seconded by Trustee Mohr to approve the remaining items on the consent agenda. The motion carried, all members voting Aye.

DISPOSITION OF DISTRICT RECORDS (18-7-7CA)

Vice President Goodman asked how items for destruction are identified. Executive Vice Chancellor Blackwood said that when the District archives materials, destruction dates are specified along with identification of the class the materials fall into and, in general terms, what the materials are. She said Class 3 records are disposable and these are

the types of records that are recommended for destruction. Vice President Goodman asked if there are examples of records/reports that might be slated for destruction. Executive Vice Chancellor Blackwood said it would not be unusual to recommend for destruction items that have gone to the Board and have been kept for the required period of time.

DECLARATION OF SURPLUS PROPERTY (18-7-8CA)

Vice President Goodman asked if it is possible to provide a more itemized list of surplus property, e.g. the number of vehicles and their condition. Executive Vice Chancellor Blackwood said she will provide that information and will include a more itemized list on future reports.

ACCEPTANCE OF INNOVATION AWARD IN HIGHER EDUCATION FUNDS FROM THE BOARD OF GOVERNORS, CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE (18-7-5CA)

Trustee Mohr said the District was in competition with all other community colleges in California for these funds and it is an honor for the District to have received the award. Executive Vice Chancellor Blackwood noted that the District received \$3 million of the \$20 million that was awarded, which is more than any other district received. Trustee Mohr asked for further information on how the funds are used. President Stanback Stroud said allowed the Colleges to provide more Promise Scholarships and to do work around supporting Promise Scholars. She said the three Colleges worked together, under the leadership of Vice Chancellor Aaron McVean, to apply for innovation funds.

It was moved by Trustee Mandelkern and seconded by Trustee Mohr to approve items 18-7-5CA, 18-7-7CA and 18-7-8CA. The motion carried, all members voting Aye.

Other Recommendations

NAMING OF EMPLOYEE HOUSING DEVELOPMENT AT SKYLINE COLLEGE (18-7-101B)

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve naming the housing development "College Ridge." Trustee Mandelkern said he is disappointed that "Skyline Vista" cannot be used because another apartment complex uses the name. He said he hopes that the private road in the complex can be named "Barbara Way" or "Barbara Court" in honor of former Director of Community/Government Relations Barbara Christensen who worked on all of the housing developments. Chief of Staff Mitchell Bailey said that since SummerHill Homes owns a larger share of the roadway property, they will have the right to name the street. After this discussion, the motion carried, all members voting Aye.

APPROVAL OF CONTRACT AWARD FOR MEAL SERVICES FOR THE CHILD DEVELOPMENT CENTERS AT COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (18-7-102B)

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the contract. Trustee Mandelkern said this item brings to mind a previous Board discussion about offering lunches to District students, similar to the free and reduced breakfast/lunch programs provided to students in the K-12 System. He said legislative efforts to expand the program to community colleges have not moved forward. He said the Board discussed developing a program for the District to provide low-cost meals and he would be interested in seeing a pilot program at one of the Colleges. Chancellor Galatolo said the Cañada College Bookstore, in partnership with the Student Senate and SparkPoint Center, have taken it upon themselves to provide low-cost brown bag lunches to students who need them. Trustee Mohr asked how much students pay for the meals. President Moore said the cost is between \$4.00 and \$7.00 but the meals are sometimes entirely subsidized. Chancellor Galatolo said the group is working with Pacific Dining to design a sustainable plan that will provide both hot meals and brown bag meals to students who are in need. He said the Board will hear more about this at the August meeting when the founders of the program will receive Above and Beyond awards.

Trustee Mandelkern said the Above and Beyond awards are Board driven and he would like to have a more detailed discussion and presentation on the program before making a decision regarding the award. Chancellor Galatolo said he did discuss the issuance of the Above and Beyond award with President Holoher. President Holoher asked if the Board had comments about a process to follow in granting the awards. Trustee Schwarz said the Board has not been aware of all of the details before awards were presented in the past. She said the Board receives more details on the night of the presentation and she does not believe they need to vet the entire circumstance in advance. She said that in this case, no one asked the group of employees to step up to help students in need and she is very interested in recognizing and thanking them, as she is for all employees who go above and beyond their regular duties. Trustee Mandelkern said that when awards were presented to the individual who started the first Veterans Resource Center and to the group of people who interceded to save the life of a student, the Board knew about the events in advance. Vice President

Goodman suggested that prior to the August meeting, the Board be sent background information about how the group acted to address food security at the college. Chancellor Galatolo said he will send information about the program to the entire Board prior to the meeting.

Trustee Mohr said special efforts put forth are important and show leadership, exemplifying the values of the District. He said he believes it would be worthwhile to discuss the issue of hunger more broadly at the same meeting during which the award is presented. He said this will put the Board in a better position to look at the importance of hunger in the total context of the issue. Trustee Schwarz said she understood from Chancellor Galatolo's comments that more detailed information about food security will be presented at the August meeting. Chief of Staff Bailey said that in late spring, staff conducted a student survey on food insecurity. He said data from the survey, as well as anecdotal information from the campuses, will be presented and staff will bring suggestions to the Board on potential ways to address food insecurity.

Vice President Goodman said there is also a statewide taskforce that was recently formed by the Chief Executive Officers of the California Community Colleges and work has been done by college presidents and by himself. He said there will be an opportunity to collaborate and share information.

President Holober said it is clear that no one questions the worthwhile efforts of the group that started the brown bag lunch program at Cañada College. Returning to the process of presenting Above and Beyond awards, he suggested that when someone brings special efforts to the attention of Chancellor Galatolo that he deems worthy of an award, he bring them to the attention of the Board before scheduling the presentation of an award.

Vice President Goodman said some concerns have been raised about Chefables, the vendor being recommended to provide meal services for the Child Development Centers, regarding California paid sick leave for employees. He said he would like the Board to be aware of this and to review it the next time the contract is up for renewal. President Holober thanked Vice President Goodman for sharing this information. He said this falls into the District's mission of social justice because that mission is not only about how the District treats its students and employees, but also about with whom the District chooses to do business. He said it is a privilege for an outside company to do business with the District and they should be held to certain standards. After this discussion, the motion to approve the contract award for meal services carried, all members voting Aye.

ACCEPTANCE OF SHUTTLE GRANT FUNDS IN SUPPORT OF THE SKYLINE COLLEGE EXPRESS PROJECT AND APPROVAL OF CONTRACT WITH MV TRANSPORTATION AS OPERATOR OF THE SERVICE (18-7-103B)

It was moved by Vice President Goodman and seconded by Trustee Mohr to accept the grant funds and approve the contract. Trustee Mandelkern said ridership has exceeded expectations and he is pleased to see the program continuing. He said he would be interested in hearing whether the other two colleges are considering similar services. Trustee Schwarz complimented Skyline College for being willing to establish the shuttle service. She said it has been well received and is working well. Trustee Mohr said the need for shuttles in the District is considerable and he would like to see them at each of the colleges. Trustee Mandelkern noted that the shuttle service was a direct result of the initial Skyline College Success Summit, at which a key topic was Last Mile transportation. He complimented the President's Council for arranging the Summits and said another will take place in September. After this discussion, the motion carried, all members voting Aye.

APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT REGARDING SKYLINE COLLEGE MIDDLE COLLEGE (18-7-104B)

It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to approve the Memorandum of Understanding. Trustee Mohr noted that the South San Francisco Unified School District pays the District \$6,800 for each student attending the Middle College. He asked what the true cost is of educating the student. President Stanback Stroud said that since the students have full access to all resources on campus, such as counseling, library, etc., it is difficult to determine the true cost. She said specific items such as textbooks, staffing and infrastructure were identified and used to set the cost at \$6,800. She said the intention is not to make a profit, but to break even. After this discussion, the motion carried, all members voting Aye.

APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH SAN MATEO UNION HIGH SCHOOL DISTRICT REGARDING SKYLINE COLLEGE MIDDLE COLLEGE (18-7-105B)

It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to approve the Memorandum of Understanding as detailed in the report. Trustee Mandelkern said he assumes this agreement is for the purpose of accommodating students at Capuchino High School, which is in the San Mateo Union High School District but is located closer to Skyline College. He said he assumes that the high school district also has an agreement with College of San Mateo as well. Both assumptions were confirmed. Trustee Mandelkern noted that he has not seen an agreement with the Jefferson Union High School District (JUHSD). President Stanback Stroud said the JUHSD was involved in the original discussions about a Middle College but then had an interim superintendent who was not interested in the program. She said the new superintendent has expressed interest and they are engaged in conversations.

Trustee Mohr asked if the Middle Colleges are all at capacity; it was confirmed that they are. He asked if the three colleges would work together to accommodate a Middle College student who had a need to be on a campus other than the one specified in the MOU with the student's high school. President Stanback Stroud said she does not believe the colleges have the authority to grant this on their own. Vice President Goodman said it would involve the high schools' inter-district transfer process.

Trustee Schwarz said the Middle Colleges at College of San Mateo and Cañada College are different from the Middle College at Skyline College in terms of offerings, but students from the San Mateo Union High School District attend both College of San Mateo and Skyline College. She asked if the contracts with two high school districts are different from one another. President Stanback Stroud said one difference is that the Middle College at College of San Mateo has a principal who comes from the high school district, while Skyline College hires the director for its Middle College.

Trustee Mohr said he is surprised that the District has not had more inquiries about creating Early College High Schools on the campuses. He said there are more than one hundred programs around the country and they are very successful. He said he wonders if the JUHSD might be considering this model. President Stanback Stroud said the superintendent has expressed interest in exploring this option.

President Holober, noting that the Middle Colleges are at capacity, asked if demand exceeds capacity. Sandra Comerford, Vice President of Instruction at College of San Mateo, said she has not heard of any students who want to attend Middle College not being able to do so. President Stanback Stroud said she would need to explore the answer to the question. President Moore said there are more students who want to attend the Cañada College Middle College than there is room. Trustee Mandelkern noted that an agreement with the JUHSD would lead to increased capacity.

Trustee Mohr said it was just a couple of years ago that high school teachers assigned to the Cañada College Middle College had to go into the high schools to recruit students. He said the reputation and quality of education at the Middle Colleges has gained traction in the community. Trustee Schwarz said the Middle Colleges are all successful and helpful to students.

After this discussion, the motion carried, all members voting Aye.

APPROVAL OF COLLEGE AND CAREER ACCESS PATHWAYS PARTNERSHIP AGREEMENT BETWEEN THE DISTRICT AND SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT (18-7-106B)

It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to approve the partnership agreement. Trustee Mohr said he is not clear on what the engagements are relative to the pathways that will be developed. President Stanback Stroud said this speaks to the agreed-upon courses for dual enrollment. She said there are two aspects: (1) individual courses that are offered, and (2) career pathways whereby students take specific courses during their junior and senior years of high school and, therefore, have already completed four courses that are in the pathway by the time they come to the college. President Stanback Stroud said Skyline College has developed pathways for Early Childhood Education, Automotive Technician Certificate of Achievement, Computer Science, Paralegal Studies, Health Careers and Emergency Medical Care, Entrepreneurship Certificate, and Energy System Technology Management.

Vice President Goodman said the partnership agreements with the South San Francisco Unified School District and the Sequoia Union High School District have the same name listed as the school district representative. President Stanback Stroud said staff will correct this error. With this correction, the motion carried, all members voting Aye.

**APPROVAL OF COLLEGE AND CAREER ACCESS PATHWAYS PARTNERSHIP AGREEMENT
BETWEEN THE DISTRICT AND SEQUOIA UNION HIGH SCHOOL DISTRICT (18-7-107B)**

It was moved by Vice President Goodman and seconded by Trustee Mandelkern to approve the partnership agreement. The motion carried, all members voting Aye.

**APPROVAL OF COLLEGE AND CAREER ACCESS PATHWAYS PARTNERSHIP AGREEMENT
BETWEEN THE DISTRICT AND SAN MATEO UNION HIGH SCHOOL DISTRICT (18-7-108B)**

It was moved by Trustee Mandelkern and seconded by President Holober to approve the partnership agreement. The motion carried, all members voting Aye.

**APPROVAL OF COLLEGE AND CAREER ACCESS PATHWAYS PARTNERSHIP AGREEMENT
BETWEEN THE DISTRICT AND JEFFERSON UNION HIGH SCHOOL DISTRICT (18-7-109B)**

It was moved by Vice President Goodman and seconded by Trustee Mohr to approve the partnership agreement. The motion carried, all members voting Aye.

**REQUEST FOR AUTHORIZATION FOR PURCHASE OF MATERIALS, EQUIPMENT, SUPPLIES AND
SERVICES THROUGH OTHER PUBLIC AGENCY CONTRACTS (18-7-110B)**

It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to grant authorization as requested. The motion carried, all members voting Aye.

APPROVAL OF THE SOLE SOURCE PURCHASE OF LINKEDIN SERVICES (18-7-111B)

It was moved by Vice President Goodman and seconded by Trustee Mohr to approve the sole source purchase. The motion carried, all members voting Aye.

**ACCEPTANCE OF GRANT FROM THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT
CLIMATE PROTECTION GRANT PROGRAM AND APPROVAL OF MATCHING FUNDS (18-7-112B)**

It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to accept the grant and approve the matching funds. The motion carried, all members voting Aye.

APPROVAL OF 2020-2024 FIVE-YEAR CAPITAL CONSTRUCTION PLAN (18-7-113B)

It was moved by Trustee Schwarz and seconded by Vice President Goodman to approve the Five-Year Capital Construction Plan. Trustee Schwarz noted that under the "Status" section for each project, it is stated several times that "The District currently does not have local District funding for this project." Vice Chancellor Nuñez explained that all current local funds and Measure H dollars are allocated for CIP3 projects. If the new governor approves issuance of the state bond next year, the District will have to strategize how to find the required matching funds or forfeit the projects. Trustee Mohr asked if approval of these state-supported projects would fulfill all of the needs of the District. Vice Chancellor Nuñez said it would not. President Holober asked if the projects submitted to the state are ranked in order of priority and if the state honors that ranking. Vice Chancellor Nuñez said they are ranked when submitted and the state honors the prioritization. After this discussion, the motion carried, all members voting Aye.

**APPROVAL OF CONTRACT AWARD FOR CAÑADA VISTA ENVELOPE REPAIR PROJECT
(18-7-114B)**

It was moved by Trustee Mohr and seconded by Trustee Schwarz to approve the contract award. President Holober said he is optimistic about the District's chances of recovering costs for problematic work that was done. He said he is disappointed that if the recommendation is approved, the work will not be done under the District's Project Labor Agreement (PLA). He said the original work was done outside of the PLA and there were informational picketing lines during construction as a result. He said that under the current recommendation, there will be one non-union subcontractor and this would typically result in informational picketing again. President Holober said he understands the importance of getting this project completed quickly but is disappointed that the contract award would not honor union labor. Trustee Mohr said President Holober summarized the Board's position well. He said there has been consensus across the Board in favor of having projects done under the PLA. He said there is also recognition that this is an urgent project. Trustee Mandelkern said he also concurs with President Holober's comments. He said the Board previously rejected a non-responsive bid for this project and it is unfortunate now that there is only one bidder. Trustee Schwarz said the original project was not done under the PLA and was one subcontractor short of being completely union. She said the contractor being recommended for the current project is already doing work on Building 9 at Cañada College and it could be to the District's advantage to use a contractor who is already on site. She said she will support the recommendation because of the need to get the project completed as quickly as possible. Trustee

Mandelkern asked if the work on Building 9 is being done under the PLA. Vice Chancellor Nuñez said it is. President Holober said this shows that there is flexibility on the part of contractors when given the option to bid on contracts that will be under the PLA. He said he has not heard from the Building Trades Council about this recommendation, but he is torn and will abstain from voting because of the concerns he raised. After this discussion, the motion to approve the contract carried, with President Holober abstaining and all other members voting Aye.

APPROVAL OF RESOLUTION NO. 18-17 AND PROPOSED LETTER AGREEMENT AND PROPOSED CLOSING STATEMENT RELATING TO THE PURCHASE AGREEMENT AND ANCILLARY AGREEMENTS FOR THE SALE OF KCSM-TV (18-7-115B)

It was moved by Vice President Goodman and seconded by Trustee Schwarz to approve Resolution No. 18-17, the proposed letter agreement and the proposed closing statement. President Holober said he believes the recommended action is the right thing to do because of the circumstances in which the District finds itself. He said the District has been involved in extensive litigation that has been reported in the press regarding the failure of the spectrum auction. He said he shares with the Board strong confidence that the District will prevail. President Holober said he is hopeful that at a future time, the Board will take the opportunity to examine practices regarding contracting relationships and will be able to learn from this experience.

Trustee Mandelkern said this has been a long and tortured process that began during the recession and the financial crisis in which the District found itself in the 2010-11 timeframe. He said the District was turning away thousands of students because it could not afford to hire instructors at the same time it was subsidizing losses at KCSM-TV. He said he is an enthusiastic fan of public broadcasting and is pleased that with this agreement, the new owner, which is a committed public broadcaster, will have a large presence throughout the Bay Area. Trustee Mandelkern said he believes that with this agreement, the District will be doing the right thing for the legacy of KCSM-TV.

Trustee Mohr said KCSM-TV had a history of running a very serious deficit. He said that taking money from the general fund to subsidize the station became very painful when classes were being cut and students were being turned away. He said he believes the Board showed leadership in wanting to erase the deficit and use general fund dollars for the educational enterprise in a more direct way.

After this discussion, the motion carried, all members voting Aye.

INFORMATION REPORTS

DISTRICT FINANCIAL SUMMARY FOR THE QUARTER ENDING MARCH 31, 2018 (18-7-4C)

The Board accepted the report.

THIRD QUARTER REPORT OF AUXILIARY OPERATIONS, 2017-18 (18-7-5C)

The Board accepted the report.

DISCUSSION OF BOARD OF TRUSTEES SELF-EVALUATION (18-7-6C)

The Board discussed items arising from in Board members' rankings and/or comments contained in the self-evaluation.

Trustee Mandelkern said past practice has been for the Board President and Chancellor to determine the agenda for Board meetings prior to each meeting. He said that when he was Board President, he met with then Vice President Mohr after meeting with Chancellor Galatolo in order to explain the rationale for agenda items and get input from the Vice President. Trustee Mohr said he believes it would be worthwhile to have the Board President and Vice President meet with the Chancellor to set the agenda in order to have different frames of reference and different points of view. Trustee Schwarz agreed with this idea. Vice President Goodman said this could become the norm without having to change the policy which states that the agenda "shall be prepared jointly by the President of the Board or designee and Chancellor." Trustee Mandelkern suggested that the Board discuss this in more detail and President Holober agreed.

Trustee Mohr said he advocates providing an opportunity for individuals who regularly attend Board meetings to give their honest reaction to how the Board exercises its governance responsibility. He said he composed a list of seven questions to consider asking attendees. Trustee Mandelkern said this issue was discussed at the Board Retreat in April and Board members were asked at that time to submit a list of suggested questions. He said he has submitted his list. He said it was also suggested that individuals who speak during "Comments from the Public on Non-Agenda Items" be given the opportunity to complete a survey about their experience, e.g. how they were treated by the Board, etc.

President Holober said he also submitted his proposed questions for regular Board meeting attendees and he encouraged Board members who have not yet submitted their suggestions to do so. He recommended that the Board review all of proposed questions at one time.

Trustee Goodman said responses from surveys could be provided to the Board in advance and could be considered during a candid conversation led by a third party facilitator at a Board retreat, followed by a discussion at a public meeting. He said this would not be in conflict with the concept of self-evaluation. Trustee Mandelkern said he believes it is within the purview of the Board to include input from others when doing their self-evaluation and he agrees that it would be helpful to have that feedback prior to completing the self-evaluation. He said the question of who to survey, how often, etc. can be discussed further.

Trustee Mohr speculated that what Board members say about themselves does not vary much from year to year. He said this raises the question of whether there is another point of view the Board should be referencing. Trustee Mandelkern said he believes the feedback contained in this year's self-evaluation is different than in previous years, with more diverse answers and comments.

Trustee Schwarz said that hearing from the public on how she is perceived would be helpful to her and she supports a 360 evaluation. She asked if the goal is to discontinue use of the current self-evaluation instrument and to look for something that is a more effective tool that would include input from others in order to improve the process. Vice President Goodman said he believes the goal is to enhance the process in order to help the Board be more efficient, work better as a team, and learn what the perception of the Board is in the community. He said that to do this, the Board needs to do more than check the boxes in order to meet the requirement to complete a self-evaluation annually. He said that discussing how to enhance the process indicates that the Board is on the right track. Trustee Mandelkern said the intent as discussed at the Board Retreat is to have a more circular process.

Trustee Mandelkern said that in the current self-evaluation, one Board member disagreed with the statement, "The Board regularly reviews accountability measures and standards for the District." He said he believes the Board has made tremendous strides in this regard during the last two to three years since the introduction of the Strategic Plan. Trustee Mohr read two of his suggested questions for individuals who regularly attend Board meetings that pertain to this area:

- Does the Board appear to be developing and supporting a culture of honest and open inquiry and does that spirit of openness result in the use of data and other sources of information that challenge normally held or traditional positions, and is the merit of investments made by the Board at least partially dependent on research connected with potential actions? Does the Board advocate for solutions based on analysis?
- Does the Board appear to be results oriented, measuring the organization's progress towards strategic goals and evaluate the performance of major programs and services?

Trustee Mohr said he believes it is important for the Board to evaluate themselves on these questions and to ascertain how they are perceived by the people who watch them in action.

President Holober said there seems to be consensus that the Board wishes to schedule a future agenda topic to review the current self-evaluation instrument and consider suggestions made by Board members for changes to the instrument and/or for enlarging the community providing feedback to the Board. Trustee Mandelkern suggested that the review be done soon, before the Board is under pressure to complete the next required self-evaluation.

Trustee Mandelkern said he believes the Board generally does a good job. He said he believes the Board is most effective when the focus is on the District's mission and on outcomes for students.

COMMUNICATIONS

None

STATEMENTS FROM BOARD MEMBERS

Trustee Mohr said the passing of Trustee Emeritus Constantino is a great loss. He said he knew Mr. Constantino well as they served on former Congressman Tom Lantos' Naval Academy Interview Board together for a long time. He said Mr. Constantino was a great champion of education.

Trustee Mohr said he received a telephone call from a newspaper reporter late today and one of the questions asked was where and why Trustee Mohr moved. Trustee Mohr said he would like to explain for the record that he and his wife moved to a condominium on Fourth Avenue in San Mateo from their home in San Mateo Park which was a move of three-fourth of a mile. He said they moved last April and the new trustee area lines were drawn the following October. Trustee Mohr said the move was associated only with his and his wife's personal decision and was not connected to any election.

Trustee Mohr requested that a discussion of race, class and privilege be placed on a future agenda and that the equity directors at the colleges be invited, along with any team members they would like to bring, to describe their activities and progress on the campuses. Trustee Mandelkern suggested that future discussions include an emphasis on class and economic stratification.

Trustee Mandelkern said he attended the following events:

- Latino Leadership Forum in Redwood City hosted by Memo Morantes, former member of the County Board of Education.
- Tour of Factory OS in Vallejo. Factory OS builds modular houses very cost-effectively through the Carpenters Union and Building Trade Councils in conjunction with funding from private industry and non-profit foundations. Trustee Mandelkern suggested that this be kept in mind for future faculty/staff housing or for student housing options.
- Labor Council dinner, at which Nadia Bledsoe, former senior business agent with AFSCME, was honored.

Trustee Mandelkern said Colonel Constantino was a great man and great trustee. He said that when Col. Constantino came out of the Marine Corps, he worked on the staff of Pete McCloskey, a Republican Congressman who ran against Richard Nixon in the 1972 presidential primary because of his opposition to the Vietnam War and who was very impactful in Col. Constantino's life. Trustee Mandelkern said he ran for a seat on the Board of Trustees in 2003 when Col. Constantino retired and Col. Constantino was generous with help and advice.

Trustee Mandelkern said he visited with Kevin Skelly, the Superintendent of the San Mateo Union High School District, and discussed the College Promise Program, discrepancies regarding the number of high school students who attend the District's colleges, and Superintendent Skelly's interest in expanding the number of college classes that are taught on the high school campuses. Trustee Mandelkern noted that joint board meetings with school districts have been held in the past and an upcoming meeting with the Jefferson Union High School District is scheduled. He suggested that a joint meeting with the San Mateo Union High School District be scheduled for next year.

Trustee Schwarz said she was sad when Trustee Emeritus decided he could no longer function as a Board member due to health reasons.

Trustee Schwarz said she and Vice President Goodman serve on the Educational Housing Board of Directors which has a good balance, with several members from private industry. She said Chief of Staff Bailey and Board President Dennis McBride are organized and open when conducting meetings.

Trustee Schwarz said she is serving on a hiring committee for the Foundation Executive Director. She said the process is aboveboard with camaraderie and input from different people. She said she is confident that other hiring committees operate in the same manner.

President Holober said Trustee Mohr forwarded a request from a member of the public to make a presentation to the Board on Upward Scholars. He asked that this be placed on a future meeting agenda.

President Holober thanked Trustee Mandelkern for sending him an email regarding homeless issues and solutions that other communities are implementing, particularly the City of East Palo Alto which is teaming up with an organization called WeHOPE. President Holober suggested that this be studied to see if it might be an option for the District to pursue.

President Holober said that at the last meeting, there was a discussion about the Supreme Court ruling in the *Janus* case, including expressions of dismay with the ruling and solidarity with the labor organizations, along with interest in exploring what the District could do within the limits of the law. He said he spoke to David Rosenfeld, a well-known labor attorney, who sent him the following message: "The Supreme Court has rules that public entities have virtually

unfettered right of speech. Lead case is *Pleasant Grove v. Summun*, 555 U.S. 460 (2009). Thus any public entity can speak in favor of unions and joining unions. Employees and entities have that right as long as it is not coercive. District could adopt such a policy that management employees speak favorably about unions. District could print and pass out material supporting unions or require posting of such notices.” President Holober said that both Mr. Rosenfeld’s firm’s website and the website of Dannis Wolover Kelley, a firm used by the District, have posted information about a new law, SB 866 which was signed into law at the end of June as part of the California state budget. SB 866 spells out rules governing employer communication with workers around union rights. It makes clear that the communication cannot be done unilaterally, but must be done in some type of consultation and agreement with union representatives. If an agreement cannot be reached and the employer wishes to go forward with the communication, the union has a right to present its own case at the same time. President Holober said he would hope that, given the conversation at the last Board meeting, it would be easy to reach an agreement that would say positive things about workers’ rights to organize and become union members. He said he would like to continue the discussion at a future Board meeting. Trustee Mandelkern thanked President Holober for doing research on this issue and said he is in favor of pursuing it further, first as an information item and then directing staff regarding development of communications. Trustee Mohr said he sent information to AFT, CSEA and AFSCME about organizations around the country that are attempting to communicate with teachers and public workers in a very negative way about unions. He suggested that the Board discuss in a public session why it is in the best interest of the District to have healthy unions because they create a dialectic and are part of an arena in which people can think together creatively.

President Holober said he was contacted by a Board member of the San Mateo-Foster City School District requesting that the Board support the parcel tax measure that will be on the November ballot. He asked that support for the measure be placed on the agenda for the next Board meeting.

President Holober said that, reflecting on the conversation around race, class and privilege, he is reminded that on the night before he was assassinated, Martin Luther King, Jr. said there can be no racial justice without economic justice. He said he believes economic justice should be included in future conversations, including how it applies to the issues of labor and the District’s contracting operations.

ADJOURNMENT

The meeting was adjourned by consensus at 8:35 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the August 22, 2018 meeting.

Maurice Goodman
Vice President-Clerk

President's Report to the Board of Trustees

Dr. Regina Stanback Stroud



The Dream Center at Skyline College was featured in The New York Times.

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BATTLE OVER IMMIGRATION RATTLES COMMUNITY COLLEGES



Pamela Ortiz Cerda vividly remembered the assignment six years ago from her Mexican-American history instructor at San Joaquin Delta College, a community college in Stockton, Calif. “He required voting for our class,” Ms. Ortiz Cerda said. Students were told to bring in voting ballot stubs as proof.

“I assumed it was a joke, but to the whole class he said, ‘And for you, all you illegals, I’m going to have immigration waiting outside the class for you if you don’t have the stubs,’” she said. “As a teenager, straight out of high school, that’s terrifying.”

Terrifying because Ms. Ortiz Cerda was undocumented herself, brought to the United States from Mexico when she was 9 by her parents, who sought a better life for the family.

In a statement, San Joaquin Delta College said that it would be “almost impossible” to know what happened in the history class so many years ago, but said that in recent years the school had taken steps to support undocumented students.

Ms. Ortiz Cerda, now 24, became an advocate for those like herself, and she is the program services coordinator at Skyline College’s Dream Center in San Bruno, Calif. It is one of about 40 such centers in California that assist students without legal status, navigating the complexities of admissions and classes, and connecting them with financial aid. “It’s really a focused effort in supporting undocumented students holistically through their higher ed journeys,” she said.

The centers are part of an endeavor in the nation’s higher education system to help undocumented students attend classes and attain degrees. And while many of these programs have existed for years, there are concerns about pushback as the Trump administration has shifted to a “zero tolerance” policy on illegal immigration.

This has led colleges to develop policies, with California in the forefront, that would thwart possible interference by the federal government.

The concerns are especially acute at community colleges, which have more open admissions policies than selective four-year institutions. According to a report from the California Community Colleges System, up to 70,000 undocumented students attend the state’s 114 community colleges, more than 3 percent of the 2.1 million students enrolled.

“We have, as our primary mission, the embracing of all students, and it is our desire to be there for the most vulnerable and the most marginalized populations,” said Judy C. Miner, chancellor of the Foothill-De Anza Community College District, which serves Silicon Valley.

The official policy of the Immigration and Customs Enforcement agency is to steer clear of college campuses, unless there is an extraordinary safety threat. “Enforcement actions are not to occur” at schools, according to the agency’s Sensitive Locations policy, “to ensure that people seeking to participate in activities or utilize services provided at any sensitive location are free

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to do so, without fear or hesitation.” The same policy applies to churches and hospitals.

But after Donald J. Trump was elected president, following a campaign filled with rhetoric against undocumented people, colleges became concerned about the future of the Sensitive Locations policy. The Department of Homeland Security issued a statement to colleges in November 2016 that said the policy would “remain in effect.”

However, in recent months, as scenes have unfolded of young immigrant children being separated from their parents and placed in detention centers, there are renewed doubts about how the current administration will treat undocumented college students.

“We don’t feel a level of confidence and security on behalf of our students,” said Dr. Miner, “given the fact that we hear so many stories that would indicate that our own laws are not being honored.”

In a statement last month, a spokeswoman for the Department of Homeland Security said, “Yes, the policy is still in place.”

But Dr. Miner, as past chairman of the American Council on Education, which represents about 1,800 higher education institutions in the United States, said she and her colleagues had taken precautions. At her colleges and others, for example, any warrant from immigration officials must go directly to the college president for review and could be subject to a legal fight. All of this is a sea change from just a few years ago, when many undocumented students were given temporary immunity from deportation after the Obama administration’s creation of the Deferred Action for Childhood Arrivals program, or DACA, in June 2012. An estimated 800,000 immigrants within a certain age range, who were brought to the United States as children, were allowed to remain as residents, attend school and obtain work permits.

The Trump administration effectively ended the program this year, and participants have been left in limbo as Congress considers an alternative, if any, and as challenges work their way through the courts.

Even before DACA, California had its own Dream Act (Development, Relief and Education for Alien Minors) in 2011, allowing those brought into the state without documentation as children to attend college and receive financial aid and in-state tuition benefits. At some community colleges, that means paying \$46 per credit, instead of more than \$200.

And now state lawmakers are considering a new bill, AB-2477, that could create even more support centers for undocumented college students.

But in the current political climate, undocumented students in other states have faced resistance. In April, the Arizona Supreme Court eliminated in-state tuition benefits for them, and similar programs face legal hurdles in several other states, according to a recent analysis.

“There’s so much enmity that it’s looking very hopeless, honestly,” said a mathematics student at Skyline College, who spoke on condition of anonymity to protect his identity. “People talk about the whitelash to Obama, to the first black president, and this was bound to happen.” The student’s mother brought him to the United States from Mexico at age 13, when she was fleeing a violent husband. He worked at auto shops, warehouses and in manufacturing to support his mother and six siblings. Now, at 41, he has been able to get an associate degree and has ambitions for a bachelor’s.

He said he had often faced hostility as an undocumented person, but not at college. “I don’t feel fearful when I’m at school,” he said. “I don’t feel my studying is threatened, at least not yet.”

For Dr. Miner, the community college chancellor, the stakes are also personal. Her mother was undocumented,

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brought to the United States from Mexico at age 3 or 4 — in another era, she also would have been a “Dreamer.” “Her own fear of discrimination led her to never speak Spanish to us, even though that was her first language, so we never grew up bilingual,” Dr. Miner said. “She was of that generation of immigrants who were so concerned about their children being real Americans.”

[Article](#) by Scott James of The New York Times | Photos by James Tensuan for the New York Times

SKYLINE COLLEGE AWARDED MAJOR GRANT TO EXPAND PROMISE SCHOLARS PROGRAM TO FIVE CALIFORNIA COLLEGES



The San Mateo County Community College District (SMCCCD) has been awarded a \$3,000,000 grant to support Skyline College’s Promise Scholars Program (PSP), and the implementation of the program at five colleges across the state, including the College of San Mateo and Cañada College. The grant was awarded by the California Community Colleges Board of Governors as part of \$20 million distributed to 11 districts and colleges as part of the Chancellor’s Innovation Awards in Higher Education. SMCCCD was awarded the largest individual grant.

“The work the San Mateo County Community College District will be able to do as a result of this grant will be a game-changer for so many of our students,” said

Ron Galatolo, SMCCCD Chancellor. “Creating clearly defined pathways from college entry to completion and providing comprehensive advising and wrap-around support services for students will allow them to be successful inside and outside the classroom.”

The Promise Scholars Program (PSP) at Skyline College is based on the City University of New York’s Accelerated Study in Associate Programs (CUNY ASAP) which has demonstrated the ability to dramatically increase completion and help eliminate equity gaps in student success based rigorous evaluation and experimental research. The grant funds will support the replication of that program to five colleges across California in order to increase graduation rates.

“This significant grant award validates and underscores the critical importance of the work Skyline College has done through its Promise Scholars Program,” said Regina Stanback Stroud, Ed.D, president of Skyline College. “We are now presented with an incredible opportunity to share this proven model with our sister colleges in the district and with other college’s throughout the state, ensuring that this comprehensive and conscientious work can transform lives and improve student success beyond the bounds of our campus.”

Skyline College is the only California community college that is recognized as a CUNY ASAP replication site, having received technical assistance from CUNY ASAP’s National Replication team since February 2017, as supported by the Laura and John Arnold Foundation. “We are proud to continue and build upon our partnership with Skyline College, supporting their vision to expand the Promise Scholars Program so that San Mateo County Community College District realizes the unprecedented completion impact that ASAP has had across CUNY,” remarks CUNY’s Associate Vice Chancellor for Academic Affairs and ASAP Executive Director Donna Linderman.

Skyline College will serve as the lead for the scaling of the PSP, first within the district, and subsequently

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throughout the state. A cohort of five colleges will receive structured technical assistance from CUNY ASAP and Skyline College for the implementation of the PSP model. Additional statewide workshops will be offered by the SMCCCD in partnership with the state Chancellor's Office to disseminate the PSP model and its ability to achieve student success, equity, and completion outcomes.

About the Chancellor's Higher Education Innovation Awards

The 2017-18 Budget Act included \$20 million for the Chancellor's Higher Education Innovation Awards to be awarded by the board of governors. The awards recognize innovations that improve student success, and are sustainable and capable of being scaled across the state, with a particular focus on all of the following:

- Programs and frameworks that support students from groups that are underrepresented in higher education, such as low-income students, students from underrepresented schools and neighborhoods, first-generation students, students who are current or former foster youth, and students with disabilities.
- Targeted services and programs for students who are current or former members of the Armed Forces of the United States.
- Programs and frameworks that support adults who have been displaced from the workforce, and adults who are underemployed, so as to obtain the necessary training for gainful employment.
- Programs that support incarcerated adults in prisons and jails, including formerly incarcerated adults.
- Programs that incorporate technology to improve instruction and support services with a plan to ensure student success in these types of programs.
- A review committee, comprised of the chancellor's executive staff and board members Connie Conway and Bill Rawlings, reviewed the readers' findings and recommended the awardees and award amounts to the chancellor and board of governors. Those applicants receiving the highest scores are recommended for an Innovation Award.

- The committee selected the following award winners:

- Shasta-Tehama-Trinity Joint Community College District (Shasta College) - \$1,500,000
- Foothill-De Anza Community College District (De Anza College) - \$1,900,000
- Laney College - \$1,100,000
- Glendale Community College - \$1,900,000
- San Mateo Community College District (Skyline College, Cañada College and College of San Mateo) - \$3,000,000
- Santa Rosa Junior College - \$1,600,000
- College of the Redwoods - \$1,200,000
- Imperial Valley College - \$2,500,000
- Chaffey Community College - \$1,000,000
- Kern Community College District (Bakersfield College) - \$2,300,000
- Irvine Valley College - \$2,000,000

A list of all applications and more information can be found on the [Chancellor's Higher Education Innovation Awards website](#).

Article by Cherie Colin | Photo by Kevin Perez

2018 PROMISE SCHOLARS SUMMER INSTITUTE



The Skyline College Promise Scholars Summer Institute (PSSI) successfully finished its inaugural year of the Promise Scholars Program's preparatory summer program with 98 entering freshmen completing either a 3-week or a 6-week accelerated program. Both

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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 PSSI continued to recognize each student’s humanity and culture by developing relevant curriculum that would enable students to explore their own College Success Story. At the same time, the PSSI provided credit-bearing courses in math, English and Counseling to enable students to earn units, as well as prepare to move into transfer level courses. The 6-week program served 19 students who enrolled in an English workshop series, math workshop series or math 120 courses and Counseling 101 class. The 3-week program began midway through its counterpart and served 79 students who enrolled in either Math 110 or Math 120 and a Counseling 101 or Math 190 course. Students were immersed in classes from 9:00-5:00, Monday through Thursday, yet still found time to take part in social and community building events. To ease the academic immersion, PSSI sponsored a program bowling trip, as well as an evening at the San Francisco Giants where students could either apply their learned math or temporarily forget about it and have fun.

In addition to accelerating student placement and preparation into transfer level math and/or English, the 2018 PSSI 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

An examination of early PSSI outcomes proved very promising. In the math component, which all students participated in, PSSI used ALEKS as a pre-and-post assessment. In a review of the ALEKS outcomes, we found:

6 Week Module:

- Math 120 – 108% growth in math concepts learned

- Math 811 – 203% growth in math concepts learned

3 Week Module:

- Math 110 – 134% growth in math concepts learned
- Math 120 – 37% growth in math concepts learned
- Math 190 – 50% growth in math concepts learned

Additionally, the majority of participants passed their classes and moved into transfer level math and/or English.

The Program concluded on Thursday, August 2, 2018 with a PSSI Closing Ceremony with over 200 students, family members and guests celebrating the success of PSSI students and launching them into the 2018-19 academic year.

Article by Michael Stokes

OPENING DAY 2018



Opening Day 2018 focused on progress. Progress made toward the college redesign, progress driving equity across campus and progress in ensuring that the college is student-ready.

President Regina Stanback Stroud took the opportunity in her opening day address to highlight the work accomplished over the past year.

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“A few years ago, I stood on this stage and asked this college to confront the brutal facts of low success rates,” said Dr. Stanback Stroud. “I asked that you work with me toward achieving a student completion rate of at least 75%, and since then we’ve started clear, impactful work to move us closer to that goal.”

President Stanback Stroud underscored the importance of redesigning the entire mindset of the campus community around strengths-based thinking as opposed to deficit thinking. Concentrating on what students can do and bring to bare on their journey as opposed to what they can’t do, or don’t have or weren’t raised with.

“We must believe in the idea that there is always an institutional, structural way to improve student success.” Dr. Stanback Stroud then described a few of the major projects and milestones coming up in the 2018-19 academic year:

- The Equity Institute: Featuring equity academies, the cabinet roundtable, publications and professional development. It will administer institutional assessments, publish research and provide professional development for organizations across the state and nation.
- Accreditation: The college has been preparing for the upcoming site visit. The campus engaged in a strategic planning process to identify our strategic goals and initiatives that align with the district strategic plan. The plan has gone through the governance process and will go to the board for final approval this fall.
- Branding Research Study: The college will be conducting a full scale research study (using quantitative and qualitative methods) of our brand to evaluate and evolve our brand look, define our unique positioning in the higher education landscape, develop audience personas to hone in on messaging, update our assumptions on target markets and test a new/evolved brand direction.
- Great Colleges to Work For: We did not place in the

competition across the nation. Instead we learned some things that we will certainly work on so it can and you can get the recognition you deserve.

After recognizing award winners, newly tenured faculty and new employees, the program was rounded out with a presentation by members of the Design Team who gave a presentation on the comprehensive college redesign. Of particular note in the presentation was the thorough mapping of what a student’s journey through their college experience might look like, with specific resources and milestones that they could expect along the way.

The presentation highlighted the incredible amount of work that’s gone into the college redesign thus far, and also provided a clear outlook for the future.

Article by Connor Fitzpatrick | Photos by Mia Coe & Zaw Min Khant

SKYLINE COLLEGE CONTINUES TO HONOR OUTSTANDING MEMBERS & GROUPS



This year marked the 13th 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.

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College Winner: Pamela Ortiz Cerda, Program Services Coordinator, Dream Center

As a part-time staff member for most of her time at Skyline College's new Dream Center, Ms. Ortiz Cerda has worked quickly and efficiently to invent and establish the Center as a space accessible and open to all. Unfazed that there was no structure in place or precedent for doing so, she hit the ground running, using her networking skills, excellent judgement and professional skills to make it happen, and on a part-time basis. As DACA has been rescinded and reopened, Ms. Ortiz-Cerda has stayed up to date on the constantly changing legal landscape, able to answer questions from confused peers with confidence, clarity and accuracy.

Pamela demonstrates the values of Skyline College through her earnestness and approachability, as well as her courage to speak the truth. Though young, she runs monthly Dream Center Task Force meetings consisting almost exclusively of staff and faculty older than herself, she is easily able to motivate her team to come together and work on common concerns amicably. Additionally and importantly, Pamela has been able to welcome undocumented Skyline students to the Task Force as equals and to create an environment that has encouraged them to return monthly. She also speaks to classes regularly and has led faculty and staff flex workshops.

Her job aside, Pamela embodies social justice work in all aspects of her life. While balancing work and pursuing a graduate degree, she and her family have helped hundreds of community members apply for DACA on their own time without pay. Like many social justice advocates, she works tirelessly to help her community both at work and when she leaves campus.

Establishing and running Skyline College's Dream Center was no easy feat in such a turbulent political climate. Pamela has met and exceeded that challenge to the benefit of the students we all serve. Congratulations Pamela!

Community Winner: Strategic Energy Innovations

For those of you who may not be familiar, Strategic Energy Innovations (SEI) is a nonprofit organization dedicated to building sustainable communities through programs focused on four key areas: education, workforce, housing, and government. SEI works with communities across California on identifying opportunities to provide their residents with socioeconomic support while reducing use of natural resources and generating savings. Five years ago, SEI initiated a partnership with Skyline College to work on programs for its students directed at sustainability education and green workforce development. Today, those programs are known as the Energize Colleges student internship program and the Climate Corps fellowship program.

The Energize Colleges program (designed by SEI) offers Skyline College students internship opportunities through which they develop skills that give them an edge when applying to transfer or looking for a job. Internships pay \$13.50/hour, are mostly on campus or with nearby organizations, and have flexible schedules. This affords all students the opportunity to participate with respect to their social, financial, academic, and other constraints. In addition, fellows in SEI's Climate Corps fellowship program enroll at Skyline College and earn the Climate Protection Professional Certificate while they work at local government agencies, nonprofits, schools and businesses on sustainability projects. Because they are Skyline College students, fellows qualify for student loan deferment. This removes a significant financial barrier that could otherwise deter someone from applying for the fellowship and gaining the valuable hands-on experience needed to advance within the green workforce.

Through the Climate Corps fellowship program, SEI supports Skyline College with its curriculum development program, the Sustainability Blitz. Climate Corps fellows work alongside Skyline College faculty to develop lessons relating sustainability to a variety of different academic disciplines, resulting in a well-

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rounded education that prepares students to maneuver challenges of the future. SEI staff also collaborates with Skyline College faculty on an energy series module, which provides students with an introduction to concepts of energy and sustainability as well as a space to explore the field's career opportunities.

Finally, all of the programs implemented with SEI have allowed Skyline College to truly implement its sustainability vision, ensuring our campus is moving into the future in an environmentally responsible way. Congratulations!

Article by Connor Fitzpatrick | Photos by Zaw Min Khant

SPARKPOINT AT SKYLINE COLLEGE HONORS OF 2018 & THE THIRD ANNUAL SPARKPOINT CLIENT CELEBRATION



Zero Textbook Cost (ZTC) and Open Educational SparkPoint at Skyline College has emphasized its financial capability and support services as a strategy for community colleges to address the food and housing insecurity of their students. SparkPoint continues to provide tours and site visits, but its impact has grown to become recognized as a national model in addressing these financial barriers. The California Community Colleges Chancellor's Office's selected SparkPoint at Skyline College to join the Basic Needs Workgroup and to speak at the culminating Basic Needs Summit, which enabled the SparkPoint model to be shared

with every other community college in the state. The Government Accountability Office (GAO) was tasked with researching student food insecurity and SparkPoint at Skyline College was identified as one of the most promising programs currently being offered to address this issue at the college level. Two Senior Economists were assigned to interview Skyline College students, faculty, staff and administrators and to conduct a site visit. Their findings will be compiled as part of a research document that will inform congressional policy.

On July 12, 2018, the Third 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. SparkPoint participants brought their friends and entire families to share their stories with faculty, staff, administrators, funders and each other. Crucial off-campus program partners such as United Way Bay Area, SF-Marin Food Bank, San Mateo Credit Union and Second Harvest Food Bank supported the event by donating backpacks, flash drives and gift cards. As has become the tradition, Almerita Rout, a community member, also donated over 100 handmade cloth grocery bags for door prizes in honor of SparkPoint's food pantry.

The Client Celebration invited four clients with a range of perspectives to provide testimonials about their experiences at SparkPoint. Skyline College alumnus Alex Kennedy, spoke about the impact that SparkPoint had on her academic and financial life. She has since transferred to USF and cites SparkPoint as a major influence on her current volunteer activities with the women's jail, her employment with Second Harvest Food Bank and her academic goal to earn a Masters of Public Administration. Our final client testimonial and winner of the SparkPoint Spotlight Award was Pearl Ibeanusi, a passionate student leader with a commitment to women

SKYLINE COLLEGE BOARD REPORT

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empowerment and self-development. Pearl identified the Grove Scholarship and financial coaching services as key factors in her academic success, as well as a source of stability for her children.

Article by Chad Thompson

META MAJOR PREVIEW DAY WELCOMES NEW STUDENTS TO SKYLINE COLLEGE



On August 11, 2018, Skyline College hosted the first Meta Majors Preview Day for new students where they learned about the Meta Majors, engage with instructional faculty, meet counselors within their success teams and complete the steps to enrollment. Students were also able to connect with campus resources and services, receive assistance with financial aid applications and support with course registration.

Dr. Angélica Garcia welcomed the students to campus and provided words of encouragement for the start of a new semester. Jessica Hurless kicked off the event with a fun balloon activity that emphasized the way in which the faculty, staff, and administration are available to help students throughout their time at Skyline College. Instructional faculty were present to lead engaging workshops to connect students to their Meta Majors. During the workshops, faculty also highlighted the common themes within each Meta Major, provided recommendations for student support services and shared their own personal college stories.

Arts, Languages & Communication

The Arts, Languages & Communication Meta Major workshop was facilitated by Jessica Hurless, Jude Navari and Luciana Castro. The faculty identified expression as the common theme that ran throughout all of the programs under the ALC MM. To truly connect the students to the “Expression” theme, the faculty challenged the students to a Project Runway-like fashion competition in which they had to use mixed materials to design and create a garment, incorporate both sound and movement and display words from different languages to describe their garment.

Business, Entrepreneurship & Management

Soledad McCarthy, Marv Steinberg and Angelica Gorostiza facilitated the Business, Entrepreneurship & Management Meta Major workshop, which introduced students to business foundations and ideas. Using only random items provided in a box students teamed together to create a new idea or product to “pitch” to investors (aka faculty).

Science, Technology & Health

Students in the Science, Technology & Health Meta Majors were led by Safiyyah Forbes, Carla Grandy, Nick Kapp and Gretchen Keys through a variety of experiments. Gretchen walked the students through the various STH programs, recommended supports and introduced the faculty, providing students with what to expect during the semester.

Society & Education

Kristina Brower, Kate Browne, Nicole Porter, Danni Redding Lapuz and Anthony Swanson led students through an Escape Room exercise to identify their meta major theme: Human Connection and its impact on education, law, history and social sciences. The discussion also uncovered students’ own concerns and fears about entering college and the positive impact of engaging with faculty members before the start of school to quell those fears and create a space of comfort and belonging.

SKYLINE COLLEGE BOARD REPORT

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Thanks to the planning committee and all involved in execution of Meta Major Preview Day. In addition to those listed above: Luis Escobar, Will Minnich, Delisle Warden, Grace Beltran, Jeremy Evangelista, Patty Mendoza, Connor Fitzpatrick, Nadia Tariq, Ana Gutierrez-Gamez, Suzanne Poma, Michelle Chee, Carlos Colombetti, Cliff Moss, Angelica Alvarez, Yatin Kumar, Athena Mendoza, Mary Caldeo, Sha'Rhonda Johnson and Lauren Ford who all contributed to the success of the event. In addition, thank you to Dr. Jennifer Taylor Mendoza and Christine Roumbanis for stopping by to show their support, and Kevin Chak for donating prizes. Finally, thank you to Roger Marcelo, Bryant Evans and Vinny Samujh for the media and logistical support needed to make this event a success!

Article by Lauren Ford | Photo by Grace Beltran

META MAJORS & GUIDED PATHWAYS UPDATE



Communications continue to roll out regarding elements of the comprehensive college redesign. This academic year we are fully launching Meta Majors and Guided Pathways at Skyline College, creating clear pathways for students to be able to get in, get through and graduate on time. This accomplishment is the culmination of years of committed work by the faculty, staff and administration

Meta Majors Preview Day successfully launched on August 11, 2018, introducing over 100 new students to Meta Majors and engaging them in interest-specific activities to help them decide which Meta Major was right for them.

Additionally, we're welcoming about 500 new Promise Scholars to campus this semester, all of whom will benefit from the nearly \$300,000 dispensed as part of the President's Innovation Fund to launch new faculty and staff-led initiatives.

A new counseling structure will see Student Success Teams provide multifaceted support to students including student ambassadors, counselors, and career counselors. Initial counseling appointments with students will now be 45 minutes to an hour, as opposed to a half hour, to allow a deeper dive with students.

Article by Connor Fitzpatrick

UPCOMING EVENTS

ASSC ANNUAL PANCAKE BREAKFAST

August 23, 2018

7:00 a.m. - 11:30 a.m.

Quad

PUENTE NOCHE DE FAMILIA

August 29, 2018

2:00 p.m. - 8:00 p.m.

Building 6, Rooms 6-202, 6-204, 6-206

INTERNATIONAL STUDENT PROGRAM MIXER

August 31, 2018

1:00 p.m. - 5:30 p.m.

Building 4, Room 4-240

SUCCESS SUMMIT

September 28, 2018

8:00 a.m. - 12:30 p.m.

Skyline College Student and Community Center
Building 6, 2nd Floor



President's Report to the SMCCCD Board of Trustees

President Michael Claire ~ August 17, 2018

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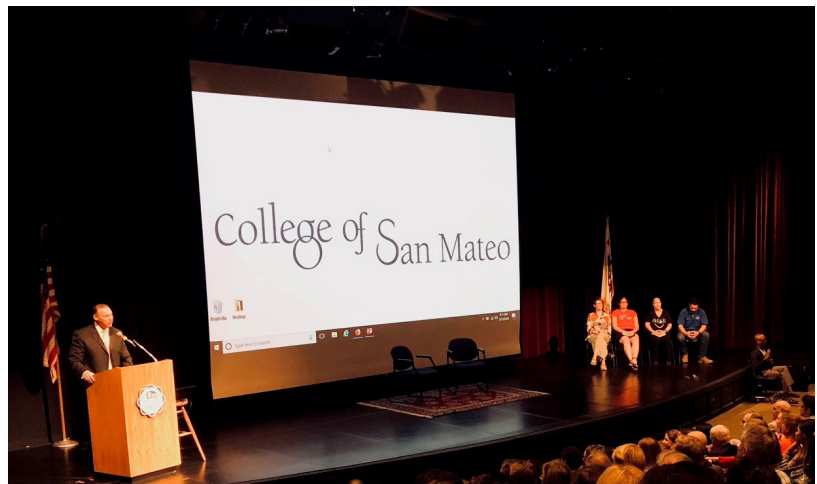
“ Student Voice

The Year One Promise really helped me connect with faculty and staff and gave me a platform for networking with other new students right out of high school.

- Catherine, 2017-18 Year One Promise student

District and CSM Ring in a New Academic Year

The College started off its new academic year with two days of opening speakers, workshops, luncheons and other events to welcome back faculty, staff and students. On Monday, August 13, CSM was proud to host the annual San Mateo County Community College District Opening Day. Hundreds of employees packed the CSM Theater for greetings by Chancellor Ron Galatolo, Board Chair Richard Holober, and representatives of District organized labor groups. The highlight of the morning was a pair of keynote speakers.



College of San Mateo

Dr. Frank Harris of San Diego State University gave an eye-opening presentation on equity and factors affecting underrepresented and underserved student populations. He was followed by the legendary San Francisco civil rights leader and educator **Tom Ammiano**, who delivered a candid, funny, passionate talk on his experiences in public policy advocacy. SMCCCD employees then had a chance to catch up with each other in an all-District luncheon overlooking San Francisco Bay.

CSM kicked off its year on Tuesday, August 14, with an engaging student panel discussion on the student experience at CSM. Faculty, staff and administrators heard first-hand about the challenges students face: choosing classes, getting help, commuting, planning their careers, and managing daily life. Students praised the teaching and support systems at CSM, and recommended asking questions and getting involved to be successful.



Faculty and staff then chose from a wide range of Flex Day activities on supporting students, equity, pedagogy, assessment, building communities, and many other topics.



Students from Tatiana Irwin's California history courses gave a presentation on the CSM student uprising of 1968; Luis Padilla showed how we can advocate more effectively for student veterans, and the Fire Academy mounted demonstrations with

the jaws of life and fire hoses. Bulldog Athletes and coaches participated in an orientation featuring motivational speaker Mark Potter. ■

New Students Visit CSM for Welcome Day



More than 500 new students, parents and siblings descended on CSM's campus Thursday, August 9 for a sneak-peek before fall classes begin. The students learned about academic planning, counseling services, student organizations, athletics, and the many places they can go for help when needed. Free food and entertainment helped make the day a terrific experience for the newest members of the CSM community. ■



CSM Welcomes New Faculty

College of San Mateo is thrilled to welcome 11 new full-time faculty members for Fall 2018. Along with another four faculty hired for special/temporary teaching, this marks a dramatic increase in the teaching and support resources available to students this year. The new faculty come from institutions from across California and the nation. They represent the top candidates from among candidate pools that often number more than 100.



CSM welcomes Lydia Chen (counseling); John Dao (chemistry); Jennifer De La Cruz (counseling); Evan Kaiser (ESL); David Lau (English); Michael Marcial (men's basketball); Elisha Polomski (astronomy); Hansen Sekona (football); Keira Travis (English); Todd Windisch (ESL); Lale Yurtseven (business). The four new full-time, temporary faculty members are Kazumi Tsuchiyose (math); Hema Nadkarni (math); Gil Perez (counseling); and Patrice Reed-Fort (counseling). ■

Year One Promise Reaches Capacity in its Third Year



CSM's Year One Promise has ballooned to its full capacity of 500 students. The Year One Promise combines a full scholarship, credit for books and food, and intensive counseling and planning support to help students succeed in their first year at CSM. The College developed its first-year experience programming over the past two academic years. Now, with the benefit of experience and an expanded staff, the program can serve a full cohort of students.

The Year One Promise team has been holding new student orientations all summer, guiding students on program requirements, completing their student contracts, and beginning the process of counseling and career planning for the students. Students are now setting up counseling appointments and creating goals for the academic year. ■



Five Bulldog volleyball players are Year One Promise students. Front row: Lille Tuivailala, Fallon Evans. Back row: Megan Campbell, Hannah Gamez, Grace Willming

Cybersecurity Summer Camps Teach Essential Computer Skills to Bay Area Youth

This summer, CSM hosted Cyberpatriot: The National Youth Cyber Education Program, dedicated to training future computer security experts. Two cybersecurity camps were

hosted on campus, one during the week of July 16 and the advanced camp during the week of July 23.

The computer industry recognizes there are too many cybersecurity threats and not enough trained professionals to thwart them. That's where Cybersecurity Camp enters the picture. Its goal is to train new workers who will have top-notch cybersecurity skills. Students from over 14 area schools attended the camps, which were taught by industry professionals and covered major security threats and methods used to stop them. The entire curriculum was designed by the Air Force Association.

Students put their newly-acquired knowledge to the test at the end of each week, with competitions between teams at other community colleges in the Bay Area, and consisted of defending themselves against attacks from other teams. The CSM team had great success in the competitions.



CSM has developed an Associate of Science degree in Cybersecurity and will begin rolling out the program in 2019. ■

Meet CSM's New Dean of Academic Support & Learning Technologies

Tarana Chapple is on board as CSM's new dean of academic support and learning technologies. She oversees a range of student support services including the Library, Learning Center, equity, first-year experience, learning communities, and many others. Previously, Tarana served as the associate dean of instruction at Metropolitan Community College in Kansas City, Missouri. There, she was a member of the college's executive leadership team where she provided support to the vice president of instruction for all academic programs. Tarana led a number of initiatives, working collaboratively with faculty and staff. Tarana holds a master of arts in education from Seton Hall University and a bachelor of arts in sociology from Hampton University. She joined CSM in late July. ■



Cañada College

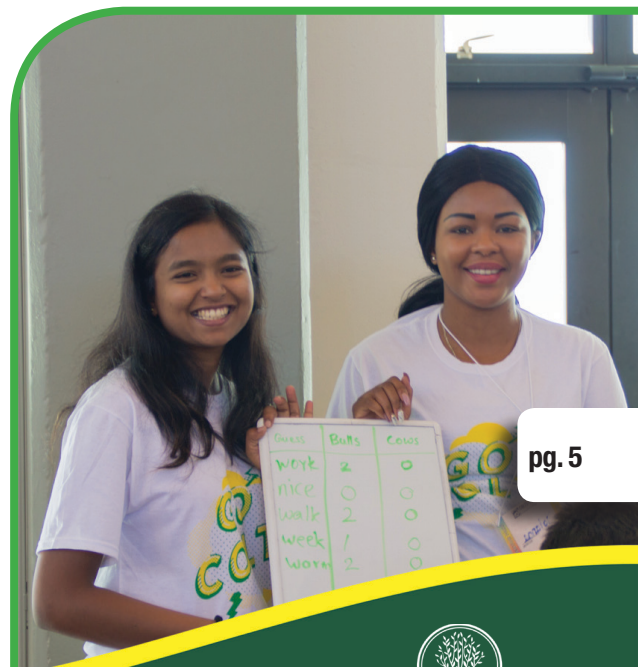
Report to the SMCCCD Board of Trustees

August 22, 2018



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- Campus Announcements: President's Luncheon **pg. 10**



Cañada College Launches Free Transportation Service to/from East Palo



In celebration of its 50th anniversary, Cañada College has launched a pilot shuttle program that will provide residents with direct access to the college campus. On August 15, Cañada College, began offering free, direct service between East Palo Alto and the campus- in collaboration with Mosaic Global Transportation and Oxford Day Academy. The shuttle service, runs every hour from 7 a.m. - 1 p.m. and 5-10 p.m., Monday through Thursday. Pick-up will begin in East Palo Alto at 994 Beech Street and will drop off in front of the College's Main Theatre at Building 3.



The shuttle program is aimed to create convenient connections for several students and employees residing in the East Palo Alto, Menlo Park and Belle Haven communities. The shuttle is open to students, faculty and staff as well as community members who utilize the services available on campus such as SparkPoint, the Library and the DREAM Center. In addition, those who come to campus to attend athletic, performing arts or other college events can also take advantage of the convenient service.



Cañada College President, Dr. Jamillah Moore states, "Our shuttle service will support students in getting to campus in a timely fashion at no cost, helping to alleviate transportation barriers to education." Dr. Moore continues, "Potential students, who otherwise had no means of transportation to attend college, will now have direct access to outstanding educational opportunities."

The shuttle serves as a pilot program that will run through December 31, 2018. Towards the end of the pilot, the College will evaluate the program and explore the possibility of expanding locations to accommodate other service area. For additional information on the shuttle and its schedule, visit canadacollege.edu/shuttle.



Cañada Community Relations Marks Another Year of New Connections & Growth



The Cañada College Marketing & 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 been present at 165 events including:

- Redwood City: Picnic En Blac, University Art, Fourth of July, Salsa, San Mateo County Benefits & Health Fair, Dia De Los Muertos, Lunar Festival Hometown Holidays Festivals, Kermes Dia del Niño, STEM Festival
- Belmont: Resource Expo, CTE Panel and Fair
- Menlo Park: Facebook County Fair, Community College Night, Bike Rodeo
- East Palo Alto: College Fair, Sana Sana Health Fair, Martin Luther King Celebration
- San Mateo: Housing Family Expo, Community Forum, Career Development Day
- Daly City: Northern Peninsula College Fair
- Millbrae: Health Care Rights Forum
- Pescadero & Half Moon Bay: Health Fair, Immigrant Health Forum, Resource Fair for Mid-Housing
- South San Francisco College Fair, Transition to Independence
- San Jose: iHeart Radio's Jingle Ball Concert, College Day, Career Pathways Fair
- Los Altos: 2018 Latino Summit at Los Altos
- San Francisco: Five Keys College and Career Fair



While at the events, the team connected with more than 11,000 San Mateo County and northern Santa Clara County residents. The team also hosted a series of application and enrollment workshops at feeder market high schools and community locations, connecting with more than 650 potential students.

Cañada Community Relations Marks Another Year of New Connections & Growth (cont.)



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 Collection 55 Cellars to collect goods for its third annual Holiday Jacket & Toy Drive, supplying more than 400 children from East Palo Alto and Redwood City communities with jackets or toys for the holiday. In April, the team partnered with the Redwood City Library and held its 2nd Reading Circle, hosting 50 community members (many who had never visited Cañada) for an afternoon of storytelling, craft-making and snacks while learning about educational opportunities available to them at the College. The College looks 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.

Looking Ahead - Fall 2018 Events:

- Welcome Week Activities- August 15-August 20
- Back to School Fairs- August 8-9
- Facebook Farmers Market- August and September
- Fall Open House: College Success Day- November 2018



Promise Scholars Program Hosts Inaugural Welcome Day



On August 9, Cañada College welcomed more than 250 Promise Scholars and their parents to the first annual Welcome Day. Welcome Day was a collaborative event hosted by the Promise Scholars Program and the Cañada Outreach Department. All students who applied and qualify for the Promise Scholars Program were invited.

The new cohort of Promise Scholars began their day in the Main Theatre and were greeted by Vice President of Instruction, Dr. Tammy Robinson. There, they learned about all of the services available to them as part of the Promise Scholars Program. At Welcome Day, Cañada Promise Scholars picked up their textbooks, received their Student IDs and interacted with many on campus resources and programs at a Resource Fair. The resources and programs present at Welcome Day included: Associated Students of Cañada College (ASCC), STEM Center, ESO Adelante, Business, Design & Workforce, Wellness Center, Transfer Center, Counseling, Financial Aid, SparkPoint, Dream Center, TRIO and BTO.



This Fall, Cañada College is excited to announce that there were more than 450 applicants to the Promise Scholars Program and over 370 students qualified to participate in the program. Promise Scholars receive one year of free tuition, \$700 in textbook support, priority enrollment, dedicated and individualized academic support and \$50 monthly voucher in transportation or food support.

COLTS-Con Welcomed 80 Students



During the week of July 30, Cañada College welcomed 80 new and continuing students to COLTS-Con, or the “Community of Leadership & Transfer Success” Conference. This 5-day mini-summer-bridge program was designed to introduce (or re-introduce) students to the wealth of resources available at the College that promote academic success. Peer leaders, staff and faculty collaborated to provide information and support to student participants in an effort to provide an academic “jumpstart” on the Fall 2018 semester. COLTS-Con is a collaboration between the Promise Scholars Program, Learning Center, HSI ESO and STEM GANAS Grants, which are funded by the U.S. Department of Education.

The week started with a keynote address and activity from Dr. Marcos Pizarro, professor of Chicano Studies at San Jose State University. Throughout the week, students attended workshops that focused on STEM subjects, academic preparedness, student services and stress relief, including a karaoke session hosted by Cañada’s Math Club. Students were able to meet administrators, learn success tips from a panel of faculty, and check in

COLTS-Con Welcomed 80 Students (cont.)



with counselors. The week ended with a campus tour of CSU Monterey Bay and free entry to the Monterey Bay Aquarium, courtesy of the aquarium's Free to Learn program.

In previous summers, this event consisted of three weeks of summer-bridge programming with COLTS Academy. The COLTS-Con collaboration brought student populations together in one conference-style format that allowed students to explore as well as connect with other experienced students, staff, and faculty from across the campus. The first COLTS-Con Program was a huge success and the team would like to thank the programs and individuals who helped to create the event.

SparkPoint at Cañada College – Year in Review



SparkPoint at Cañada College (SPCC) has completed another tremendously successful year. SPCC provides one-on-one financial education designed to assist students to address the rising costs of living by incentivizing positive financial behaviors.

During the 2017-2018 school year, 83 clients met one-on-one with financial coaches with nearly 45% achieving 30% progress in increasing income, reducing debt, increasing credit score, and / or saving money. Sixty six new students signed up for Cañada Cash program, a program that incentivizes students to earn up to \$100 for completing positive financial behaviors like saving money, setting up direct deposit, improving credit scores, and / or creating a budget. In addition, SPCC has hosted Financial Education Workshops and outreach events that have impacted over 800 students and community members.



The SPCC Food Pantry has also increased its impact at Cañada College. This past year, over 250 families were served over 1,900 times. On average, SparkPoint's Food Pantry receives 1,550 pounds of food and about 300 pounds of fruits and vegetables on a weekly basis. As a result, our pantry clients were able to save almost \$96,000 this past year. In addition, SPCC also began holding evening pantry hours.

SparkPoint at Cañada College – Year in Review (cont.)

SPCC, the Cañada College Bookstore and Cañada College's Student Life and Leadership also partnered to provide lower cost, healthy meals to students on campus during the day and in the evening. SPCC provides fruit and cheese sticks to these meals for no cost to the students. Between January and April 2018, there were 1,934 regular meals and 699 discounted meals served.

This past March, SPCC partnered with the Cañada College Marketing & Outreach Department and the Center for Student Life and Leadership Development to host the First Annual Awareness Summit. This event was designed to increase awareness around homelessness, transportation and food insecurity - all issues that our students struggle with on a daily basis. The summit brought staff, faculty, administrators, students and community partners together to create a dialogue and begin addressing these important topics that impact our students and local community.

SPCC staff also participated in multiple professional development workshops including Leadership for Equity and Opportunity (LEO), a nine-day learning-in-action program that builds the capacity of a diverse group of community leaders to produce extraordinary results for equitable individual, organizational and community change.

Cañada Alum Lives Out Her Dream on the Crew of Hamilton



“Success occurs when opportunity meets preparation.” That well-known quote has been attributed to everyone from ancient Roman philosopher Seneca to professional auto racer Bobby Unser. While its origin is uncertain, it's clear the saying applies to Sarah Velichko, a graduate of the Cañada College fashion department. Sarah is traveling with one of two U.S. tours of the Broadway musical mega-hit *Hamilton* and having the time of her life.

Members of the Cañada College Fashion Department (CFD) recently spoke with Sarah when she just arrived in Des Moines after finishing a run of the show in Las Vegas.

CFD: So, first of all, tell me what you do on *Hamilton*.

SV: As the Assistant Wardrobe Supervisor, my job is to teach the local wardrobe crew their backstage ‘choreography’ and educate them on how the costumes work so we can give the audience the same show every single night aesthetically. I'm also in charge of the sewing, costume repairs and alterations of new costumes sent to us from New York.

CFD: That's one of those jobs that's invisible to the audience but is extremely important, isn't it?

SV: Yes, I have to know the show backwards and forwards. I know where all my dressers should be for any change at any given point. We are dressing 20 actors for each show and have a total of 33 we need to maintain costumes for. I have to be extremely organized.



Cañada Alum Lives Out Her Dream on the Crew of Hamilton (cont.)



CFD: I can imagine! Isn't that stressful?

SV: The most important part of the job is to remain calm, because crazy stuff happens. We have several extremely fast costume changes [in the show].

CFD: What sort of help do you have to pull that off?

SV: The local wardrobe crew is made up of about 13 people—eight dressers, one laundry person, three pressers and one stitcher. That does not include the traveling crew, which is the Wardrobe Supervisor (my boss) and me (Assistant Wardrobe Supervisor). So we're looking at a team of 15 wardrobe crew members total in each city.

CFD: Wow, that's a lot of people! And that doesn't include the costume design team, does it?

SV: No, that's a whole separate group. The design team is based in New York City.

CFD: Going back for a minute, how did you end up doing this job?

SV: I was working on [the show] *Wicked* as an Assistant Wardrobe Supervisor Cover. When *Hamilton* started in San Francisco, I was hired as a dresser and stitcher. After working on it for six months, I knew the show and the costumes inside and out. That set me up to transition easily into a supervisor role when the second national tour opened in Seattle.

CFD: It sounds like you moved up the ranks pretty fast!

SV: I had the sewing and wardrobe supervisor skills. One of my favorite parts of this experience so far was when I was sent to New York to train for and set up the new tour. I got to meet Paul Tazewell, the costume designer, and spent countless hours with his design team so I would know

how the costumes are supposed to look and work. I attended fittings for everything from ball gowns to boots.

CFD: What a fantastic experience! Is there a downside to this dream job?

SV: My home is on the road right now. I've gotten really good at cooking in a hotel room with just a microwave and a fridge. You need to have a certain temperament to live on the road. I'm super flexible and adaptable, so it works for me. Oh, and we usually work in the basement, where there are no windows. But I really can't complain. I'm playing dress-up for a living! I mean, come on!

CFD: Take us back even further. When were you a student at Cañada College and what did you study?

SV: I was a student at Cañada College between 2010-2012, but I didn't start out in the Fashion Department, I started in Occupational Therapy. That changed very quickly. I realized, 'I need to follow my heart.' Luckily, my parents were very supportive.



Cañada Alum Lives Out Her Dream on the Crew of Hamilton (cont.)

CFD: That is lucky! Did you earn a certificate?

SV: I earned an Associate's Degree in Theater Costuming and whatever other classes I could fit in. I loved the [fashion] department. I tell everybody about it.

CFD: What classes turned out to be most valuable to you?

SV: Pattern-making for sure! The costumes [in Hamilton] are made to look like 1700-1800s clothes but are built to stand up to intense dance movement. I know why they're built like they are [because of the Flat Pattern class]. Also Tailoring. The coats in the show are beautifully tailored. I have the skills to be able to take them apart and put them back together again if needed.

CFD: So all those hours in the Fashion Department Lab were worth it?

SV: Definitely. The foundations they teach [at Cañada] are amazing. And they allow you to be creative and make mistakes, try new things. I loved that. The creative thinking that inspired is invaluable now. I go in to work every day, and it never goes the way I think it's going to go.

CFD: You continued with your studies after you finished your certificate at Cañada College, didn't you?

SV: Yes, I studied costume design at San Francisco State for two more years.

CFD: That's terrific. What an accomplishment! And now you're adding even more experience to your resume.

SV: I'm extremely grateful for the skills I learned [in the Cañada College Fashion Department]. I put them to use every day. Sometimes I think, 'Ronda would be proud of me!'

CFD: No doubt about that, Sarah! We all are!



Campus Announcements



INAUGURAL PRESIDENT'S LUNCHEON

**SAVE THE
DATE**

SUPPORTING STUDENT
SUCCESS THROUGH
SCHOLARSHIPS.

TUESDAY, OCTOBER 23, 2018

AT THE
HILLER AVIATION MUSEUM
SAN CARLOS, CA

FOR MORE INFORMATION, PLEASE VISIT:
CANADACOLLEGE.EDU/LUNCHEON

HONOR THE PAST.



TRANSFORM THE FUTURE.

BOARD REPORT NO. 18-8-1B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

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

RECOGNITION OF EMPLOYEES WITH 'ABOVE AND BEYOND' AWARD

The employees of the San Mateo County Community College District work with the highest level of professionalism and skill every day to provide quality learning opportunities in a safe, welcoming and supportive environment for all of our students. It is this dedication to our students, our colleges and our community that makes the SMCCCD a very special place to learn, work and thrive.

From time to time, there are employees who go 'above and beyond' their normal course of work and duties to make a real impact on a student, a colleague, a campus or the community. Such a circumstance has occurred at Cañada College with the creation of a "Grab and Go" meal program to provide low cost, nutritional meal options for students. The Cañada College Bookstore, in partnership with the Associated Students organization and the campus SparkPoint Center, has developed a nutritious, brown-bag meal for \$6.00; the meal is also offered for dinner at \$3.00 after 4.00 p.m. at the campus bookstore and Pony Espresso. After the program was launched, EOPS adopted the 'Grab and Go' initiative to support program participants. Additionally, a breakfast meal program has been developed for students for \$3.50 per meal.

This program has great potential and is a model that can be ported to Skyline College and College of San Mateo.

For their leadership in addressing a growing student support need, the Board of Trustees will recognize and honor the following employees for going 'Above and Beyond':

- Jai Kumar
- Laura Brugioni
- Adolfo Leiva
- Julie Lamson
- Michiko "Misha" Kealoha

BOARD REPORT NO. 18-8-1A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: David Feune, Director, Human Resources, 358-6775

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

Emily Barrick* Director of the Wellness Center Health Services/Student Services

New academic supervisory employment effective August 20, 2018, replacing Sarah Wojsko who resigned.

District Office

Harry Joel Interim Vice President, Special Projects Chancellor's Office

New interim administrative assignment, effective August 6, 2018.

Karrie Mitchell Vice President, Planning, Research, Educational Services and Planning
Innovation & Institutional Effectiveness

Reassignment from the position of Interim Vice President, Planning, Research, Innovation & Institutional Effectiveness at the District Office (Grade AB of the Management Salary Schedule (20)) into this administrative assignment at the same grade and salary schedule, effective July 1, 2018, replacing Aaron McVean who was reassigned.

Skyline College

Christopher Gibson Interim Dean, Language Arts Language Arts

Reassignment from faculty (Faculty Salary Schedule 80) into this interim administrative assignment at Grade AD of the Management Salary Schedule 20, effective August 14, 2018.

B. PUBLIC EMPLOYMENT**1. New Hires (NP = New Position, * = New Employee)****Cañada College**

Richard Saroyan	Counselor	Student Services
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New temporary academic employment, effective for the 2018-2019 academic year.

Mariah Boyd	College Recruiter (Funded by the Promise Scholars Program)	Student Services
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New full-time, 12-month temporary classified employment, effective August 27, 2018. This is a new position that was Board approved on May 16, 2018.

College of San Mateo

Melinda Nguyen*	Instructor, Nursing	Math/Science
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New temporary academic employment, effective for the 2018-2019 academic year.

Jimmy Li	Instructor, Chemistry	Math/Science
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New temporary academic employment, effective for the Fall 2018 semester.

Hansen Sekona*	Instructor, Kinesiology/Athletics	Kinesiology/Athletics
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New Contract I status academic employment, effective August 13, 2018, replacing Larry Owens who retired.

Nicole Salviejo*	Spark Point Coordinator (NP)	Enrollment Services
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New full-time, 12-month classified employment, effective August 6, 2018. This is a new position that was Board approved June 21, 2108.

Jennifer De La Cruz	Counselor	Counseling
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New Contract I status academic employment, effective August 13, 2018, replacing Lorena Gonzalez who resigned.

Lu (Lydia) Chen	Counselor	Counseling
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New Contract I status academic employment, effective August 13, 2018. This is a vacant position.

LaShonda Kennedy*	Program Services Coordinator (NP)	Business/ Technology
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New full-time, 12-month temporary classified employment, effective August 6, 2018. This is a new position that was Board approved on April 25, 2018.

Hema Nadkarni	Instructor, Math	Math/ Science
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New temporary academic employment, effective for the 2018-2019 academic year.

District Office

Deborah McCarthy* Administrative Assistant (Funded by Measure H) Information Technology/General Services/Human Resources

New full-time, 12-month temporary classified employment, effective August 1, 2018, replacing Priscilla Moreno who was reassigned.

John McCarty* Maintenance Engineer Facilities

New full-time, 12-month classified employment, effective August 15, 2018, replacing Maxwell Warne who was reassigned.

Kirill Solodchenko* Public Safety Officer Public Safety

New full-time, 12-month classified employment, effective August 20, 2018, replacing Fermin Varela who resigned.

Bruce Leung Public Safety Officer Public Safety

New full-time, 12-month classified employment, effective July 24, 2018. This is a new position that was Board approved on February 28, 2018.

Ben'Zara Minkin* Emergency Preparedness Manager (NP) Public Safety

New full-time, 12-month classified supervisory employment, effective August 6, 2018. This position was Board approved on June 28, 2017.

Madeline Willett* Utility & Sustainability Specialist Facilities

New full-time, 12-month classified employment, effective August 21, 2018, replacing Hilary Ego who resigned.

Phuong (Cindy) Minh Tran Project Coordinator II (Funded by Measure H) Facilities

New full-time, 12-month temporary classified employment, effective July 23, 2018

Skyline College

Maryam Khan Instructor, Physics/Engineering Science, Math, Technology

New temporary academic employment, effective for the 2018-2019 academic year.

2. Re-Employment

None

C. REASSIGNMENT THROUGH THE HIRING PROCESS**Cañada College****Marisol Quevedo**Program Supervisor (NP)
Promise Scholars ProgramVice President of
Student Services

Reassigned from a full-time, 12-month Retention Specialist (Grade 24 of the Classified Salary Schedule (60)) into this full-time, 12-month temporary position at Grade 180S of the Classified Professional/Supervisory Salary Schedule, (40) effective August 8, 2018. This is a one year assignment.

College of San Mateo**Yuki Ishizaki**

Program Services Coordinator – Degree Audit

Counseling

Reassigned from a part time (48%), 12-month Office Assistant II position (Grade 18 of the Classified Salary Schedule (60)) into this full-time, 12-month position at Grade 27 of the same salary schedule, effective July 31, 2018.

Skyline College**Qing Lan (Linda) Liu**

Payroll Technician

Administrative Services

Reassigned from a full-time, 12-month Custodian position (Grade AA of the Building and Grounds Salary Schedule (70)) into this full-time, 12-month position at Grade 26 of the Classified Salary Schedule (60), effective August 1, 2018.

D. TRANSFER/ADMINISTRATIVE REASSIGNMENT

None

E. CHANGES IN STAFF ALLOCATION**College of San Mateo**

1. Recommend a change in staff allocation to add a full-time, 12-month Retention Specialist (Year one Promise Program) position in the Enrollment Services Department, effective August 23, 2018.

Districtwide

1. Recommend a change in grade for the Division Assistant position classification from Grade 24 of the Classified Salary Schedule (60) to Grade 27 of the same salary schedule, effective July 1, 2018. In addition, recommend that the assignments of the incumbents Jeanette Arrospide, Irma Betancourt, Georgia Clark, Karen Dimalanta, Kathleen Fitzpatrick, Maria Flores Diaz, Serina Garcia, Angelica Gorostiza, Alexandria Hatzistratis, Monique Hernandez, Maggie Li, Joan Murphy, Jacqueline Pigozzi, Jonna Pounds, Vijayalakshmi Raman, Loretta Rascon, Kennya Ruiz, Ann Theodos, Helia Ying, Valerie Young, and Alessandra Zanassi be adjusted accordingly, effective July 1, 2018.

Skyline College

1. Recommend a change in staff allocation to add one full-time, 12-month Retention Specialist position at Grade 24 of the Classified Salary Schedule (60) in the International Student Program, effective August 23, 2018.

F. PHASE-IN RETIREMENT

None

G. LEAVE OF ABSENCE**College of San Mateo****Jefferson Flowers**

Chemistry Professor

Math/Science

Recommend approval of a personal leave of absence without pay with benefits, effective August 13, 2018 through December 17, 2018.

H. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION**1. Retirement**

None

2. Resignation**Cañada College****Sun Martin**

Program Services Coordinator

ESO/TRIO

Resigned effective August 2, 2018.

College of San Mateo**John Dao**

Lab Technician

Math/Science

Resigned effective August 12, 2018.

Lisa Rael

Nursing Instructor

Math/Science

Resigned effective July 24, 2018.

District Office**Katherine Hoffman**

Public Safety Officer Dispatcher

Public Safety

Resigned effective July 27, 2018.

Robert Murphy

Lead Groundskeeper

Facilities

Resigning effective August 24, 2018.

I. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS

None

J. PROFESSIONAL EXPERT/CONTRACT POSITIONS

<i>Location</i>	<i>Division / Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
Cañada College & College of San Mateo	Student Services/ Health Center	1	07/01/2018	06/30/2019	Professional Expert: College Physician: Provide medical services to the Health Centers.
College of San Mateo	Creative Arts & Social Sciences	1	8/15/2018	5/24/2019	Professional Expert: Teaching Jazz Guitar
College of San Mateo	Creative Arts & Social Sciences	1	8/15/2018	5/24/2019	Professional Expert: Teaching the violin
College of San Mateo	Creative Arts & Social Sciences	1	8/15/2018	5/24/2019	Professional Expert: Teaching Vibraphones

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	Business/Fashion Design	4	8/13/2018	6/30/2019	Fashion Design Program Assistant: <i>Previously requested position</i> Job duties consist of recruitment in Fashion Design & Merchandising Department at the high schools in San Mateo county, performs clerical duties such as emailing students, creating documents, and marketing materials, greets new and continuing clients, assists in classroom, repair sewing machines , etc. This grant does not allow us to supplant a permanent part-time nor full-time employee of the District in this position, and these positions require highly technical skills and training in all aspects of fashion design and merchandising.

Cañada College	Student Services/A2B	1	8/6/2018	9/30/2018	Program Services Coordinator: <i>Previously requested position</i> This is a request of an extension of a temporary full-time position funded through the HSI Grant Associate's to Bachelor's (A2B). This position is needed from August 23, 2018 through the end of the grant, September 30, 2018. This person will provide assistance with coordination, planning, logistics, and implementation of services of the A2B Program at Cañada College for transfer options for A2B students.
Cañada College	Science/MESA	1	8/1/2018	12/31/2018	Retention Specialist: <i>Previously requested position</i> This retention specialist will support student success and transfer of Mesa students. The Retention Specialist focus will be working to support low income, first-generation college students who are pursuing STEM majors including providing STEM student workshops and individual support.
Cañada College	Student Services/Upward Board	2	9/10/2018	12/20/2018	Instructional Aide II: <i>Previously requested position</i> Instructional Aide II will provide SAT/ACT math and science tutoring to TRIO Upward Bound high school students (low-income, first-generation and at-risk youth). Instructional Aide II duties include assisting program staff in the delivering of services and student success workshops, monitoring grades, student supervision and record keeping. Work is performed at Sequoia High School and Cañada College, which includes weekend and evening hours.
College of San Mateo	Counseling	1	8/1/2018	12/31/2018	Staff Assistant: Assist with set up and maintenance for SAR scheduling. Assist with preparation and review of timesheets, absence affidavits and comp time and overtime. Assist with budget maintenance, expense journals, requisitions, and budget transfers for Counseling categorical programs. Prepare agenda and transcribe notes for meetings.

College of San Mateo	Counseling/ EOPS/CARE	1	7/1/2018	12/31/2018	Retention Specialist: <i>Previously requested position</i> The employee will provide assistance with on-campus and community outreach, and new student intake; meet with students to assess support service needs and facilitate the use of these services; assist with case management; assist with evaluating and monitoring student academic performance for early alert and academic success workshop participation; schedule new and continuing student meetings/new student orientations/appointment follow-up.
College of San Mateo	Counseling/ CalWORKS	1	7/1/2018	12/31/2018	Retention Specialist: <i>Previously requested position</i> The employee will provide assistance with on-campus and community outreach, and new student intake; meet with students to assess support service needs and facilitate the use of these services; assist with case management; assist with evaluating and monitoring student academic performance for early alert and academic success workshop participation; schedule new and continuing student meetings/new student orientations/appointment follow-up.
District Office	Auxiliary Services	1	7/23/2018	12/31/2018	Bookstore Operations Assistant: This position will back fill for Operations Assistant Claudia Rosales who has taken the detail Bookstore Accounting Technician assignment at Cañada College.
Skyline College	Language Arts	2	8/20/2018	6/30/2019	Driver: ACCEL: <i>Previously requested position</i> We are requesting two positions for a shuttle driver for ACCEL (adult education) programs.
Skyline College	Science, Math Technology/Surgical Tech	1	7/1/2018	12/31/2018	Instructional Aide II: <i>Previously requested position</i> Assist with student's support needing supplemental instruction/tutoring in the Surgical Technology program.
Skyline College	Science, Math, Technology	1	08/13/2018	12/21/2018	Program Services Coordinator: Provide coordination and staff support for Skyline College's sustainability initiative.

BOARD REPORT NO. 18-8-1CA

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Kathryn Blackwood, Executive Vice Chancellor, 358-6869

RATIFICATION OF MAY AND JUNE 2018 DISTRICT WARRANTS

Attached as Exhibits A and B are the warrants in excess of \$10,000 that were issued in the months of May and June 2018 respectively. The schedules include total warrants issued for the subject period in addition to the warrant sequences. The District now seeks Board approval of the warrants listed in the attached Exhibits.

RECOMMENDATION

It is recommended that the Board of Trustees approve the warrants issued during the period May 1, 2018 through June 30, 2018 and ratify the contracts entered into leading to such payments.

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
May 1 - 31, 2018
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
0075980	05/01/18	U.S. Bank National Association ND, .	378,318.49	Districtwide Procurement Card Payment
0075994	05/01/18	Meta Bank/BB San Mateo CCD CFA	52,932.19	Financial Aid Disbursement
0076001	05/01/18	SMCCCD Bookstore	40,335.27	CSM Special Programs Books Purchases
0076004	05/01/18	Turner Construction Company	1,059,969.40	Skyline Design and Preconstruction Services
0076006	05/01/18	VALIC Retirement Services Company	248,108.94	Monthly Tax Sheltered Annuities
0076007	05/01/18	Western Allied Mechanical Inc.	27,715.00	CSM AC Unit Replacement Project
0076010	05/01/18	XL Construction Corporation	376,673.00	Skyline Design and Construction Services
0076011	05/01/18	Young Electric Company, Co.	15,881.00	CSM Cabling Project
0076015	05/03/18	A. Teichert & Son, Inc.	272,931.43	Skyline Parking Lot Expansion Project
0076016	05/03/18	Allana Buick & Bers, Inc.	20,642.40	Cañada and Skyline Construction Projects
0076018	05/03/18	Associated Std-Skyline	100,000.00	Interbank Transfer
0076023	05/03/18	Chen, Gang	20,140.00	International Students Recruitment Services
0076026	05/03/18	Intermountain Electric Company	226,812.53	Districtwide Fire Alarm Panels Upgrade Project
0076034	05/03/18	SMCCCD Bookstore	72,023.53	Bookstore Monthly Student Fees Reimbursement
0076067	05/08/18	CDW LLC	25,506.54	Districtwide IT Equipment and Support Purchases
0076070	05/08/18	Coulter Construction Inc.	62,800.00	Cañada Tennis Courts Repair Project
0076074	05/08/18	Gordon Kenny Realty, Inc.	14,255.00	College Staff Housing Operating Expenses Reimbursement
0076077	05/08/18	Meta Bank/BB San Mateo CCD CFA	27,615.00	Financial Aid Disbursement
0076082	05/08/18	Rodan Builders, Inc.	179,788.26	Skyline Construction Project
0076083	05/08/18	Sedgwick Claims Management Services. Inc.	16,589.13	Replenish Workers' Compensation Insurance Fund
0076089	05/08/18	SMCCCD Bookstore	12,049.22	Skyline Special Programs Books Purchases
0076090	05/08/18	Western Allied Mechanical Inc.	15,295.00	CSM HVAC Unit Replacement Project
0076104	05/10/18	A. Teichert & Son, Inc.	95,283.10	Skyline Parking Lot Expansion Project
0076105	05/10/18	Allana Buick & Bers, Inc.	51,946.95	Cañada Construction Projects
0076106	05/10/18	CIS, Inc	14,940.00	Skyline On-site Construction Inspection Services
0076109	05/10/18	GatesAir Inc	11,299.77	KCSM Sutro Tower Transmitter
0076110	05/10/18	Hanson Bridgett LLP	13,464.50	Districtwide Construction Legal Counseling Services
0076119	05/10/18	SM County Community College District	35,431.11	Replenish Flex Spending Account
0076135	05/15/18	Blach Construction Company	316,333.83	Cañada Design and Construction Services
0076142	05/15/18	Meta Bank/BB San Mateo CCD CFA	59,568.79	Financial Aid Disbursement
0076147	05/15/18	School Project for Utility Rate Reduction (SPURR)	54,660.53	Utilities
0076150	05/15/18	Sutro Tower Inc.	21,417.00	KCSM TV Broadcast Site Lease
0076151	05/15/18	Swinerton Builders	225,178.50	Construction Program Management Services
0076165	05/17/18	Advance Soil Technology Inc.	49,992.50	Skyline Geotechnical Consulting Services
0076166	05/17/18	Allana Buick & Bers, Inc.	90,778.91	Cañada Vista Housing Repair and Skyline Construction Projects
0076167	05/17/18	Blach Construction Company	223,991.30	Cañada Design and Construction Services
0076170	05/17/18	Constellation NewEnergy, Inc.	24,470.44	Utilities
0076174	05/17/18	ICF Jones & Stokes, Inc.	56,978.21	CSM Parking Lot Environment Impact Consulting Services
0076176	05/17/18	Intermountain Electric Company	185,258.57	Districtwide Fire Alarm Panels Upgrade Project
0076179	05/17/18	McCarthy Building Companies	1,532,226.00	Cañada Construction Project
0076181	05/17/18	Pacific Dining - Food Service Management	18,004.13	Districtwide Catering Services and CSM Cafeteria Cleaning Services

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
May 1 - 31, 2018
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
0076184	05/17/18	Keenan & Associates	64,599.61	Skyline Construction Project Insurance Fees
0076186	05/17/18	McCarthy Building Companies	110,824.00	Cañada Construction Project
0076208	05/22/18	Associated Std -Canada	60,000.00	Interbank Transfer
0076209	05/22/18	Casey Printing, Inc.	17,035.88	CSM Class Schedules Printing Services
0076211	05/22/18	Constellation NewEnergy, Inc.	38,357.34	Utilities
0076219	05/22/18	Meta Bank/BB San Mateo CCD CFA	52,368.00	Financial Aid Disbursement
0076224	05/22/18	Schneider Electric Buildings Americas, Inc.	12,350.75	Districtwide Maintenance and Service of Facilities Management Systems
0076225	05/22/18	School Project for Utility Rate Reduction (SPURR)	15,779.16	Utilities
0076229	05/22/18	Keenan & Associates	78,908.00	Cañada Construction Project Insurance Fees
0076263	05/24/18	San Mateo County Schools Insurance Group	198,162.86	Monthly Dental and Vision Insurance Premiums
0076269	05/24/18	XL Construction Corporation	1,420,445.00	Skyline Design and Construction Services
0076291	05/29/18	Hanson Bridgett LLP	23,233.00	Skyline Housing Project Legal Counseling Services
0076295	05/29/18	Meta Bank/BB San Mateo CCD CFA	49,963.00	Financial Aid Disbursement
0076299	05/29/18	School Project for Utility Rate Reduction (SPURR)	41,184.88	Utilities
0076303	05/29/18	Swinerton Builders	268,226.00	Construction Program Management Services
502489	05/01/18	American Trainco	10,800.00	Facilities Engineering Training Services
502491	05/01/18	AT&T/MCI	12,588.48	Districtwide Telephone Services
502492	05/01/18	Atkinson, Andelson, Loya, Rudd and Romo	10,080.01	Districtwide Legal Services
502494	05/01/18	California Department of Education	140,494.00	FY16/17 Child Development Apportionment Overpayment Refund
502496	05/01/18	City of San Bruno	10,000.00	Skyline Community Sponsorships
502509	05/01/18	John Deere Company	20,395.84	Skyline Facilities Ground Equipment Purchases
502510	05/01/18	Leland Saylor & Associates, Inc.	22,423.50	Skyline and Cañada Construction Costs Estimating Services
502511	05/01/18	Maverick Networks, Inc.	72,151.91	Districtwide New Voicemail Purchases and Installation Project
502527	05/01/18	Strata Information Group	61,440.00	Monthly Districtwide Professional & Management Services
502531	05/01/18	American Federation of Teachers	69,009.70	Monthly Union Dues
502538	05/01/18	C S E A	19,266.00	Monthly Union Dues
502580	05/01/18	Public Empl Ret Sys	1,627,335.04	Monthly Health Insurance Premium
502585	05/01/18	XL Construction Corporation	17,326.00	Skyline Design and Construction Services
502598	05/01/18	VALIC	10,950.00	Monthly Tax Sheltered Annuities Employee Contribution
502653	05/03/18	A. Teichert & Son, Inc.	14,364.81	Skyline Parking Lot Expansion Project
502654	05/03/18	Intermountain Electric Company	11,937.47	Districtwide Fire Alarm Panels Upgrade Project
502660	05/08/18	Ahlborn Fence & Steel, Inc.	10,598.00	Cañada Tennis Courts Fence Repair Project
502665	05/08/18	Atlas Pellizzari Electric, Inc.	36,808.00	Cañada and District Office Electrical System Projects
502671	05/08/18	Chin, Barry A.	10,396.69	Cañada Construction Project Consulting Services
502677	05/08/18	Group 4 Architecture, Research + Planning, Inc.	14,800.00	Skyline Architectural Design Services
502681	05/08/18	Job Train, Inc.	75,000.00	Cañada Career Training Program Services
502687	05/08/18	One Diversified, LLC	68,008.04	CSM Theatre Equipment Purchase
502691	05/08/18	PNW Commercial Fitness Sales, LLC	12,308.28	Skyline PE Equipment Purchases
502696	05/08/18	Robert A. Bothman, Inc.	26,375.00	CSM Softball Improvement Project
502703	05/08/18	TRC Engineers, Inc.	13,857.50	Cañada Construction Project Geotechnical Inspection and Testing Services
502720	05/08/18	The Guardian Life Insurance Company	39,167.97	Monthly Life Insurance Premium
502732	05/10/18	Carducci & Associates, Inc.	29,623.00	Skyline Parking Lot Expansion Landscaping Services
502734	05/10/18	Chad Beeman	17,022.00	CSM PE Program Purchase

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
May 1 - 31, 2018
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
502736	05/10/18	City of Redwood City	12,540.16	Utilities
502738	05/10/18	City of San Bruno	15,745.89	Utilities
502739	05/10/18	Contra Costa Community College District	75,000.00	CSM Fire Technology Program Leadership and Facilitation Services
502750	05/10/18	Group 4 Architecture, Research + Planning, Inc.	15,420.00	Skyline Architectural Design Services
502761	05/10/18	Pacific Gas & Electric Co	12,049.41	Utilities
502766	05/10/18	Sowiski, Mona C.	11,000.00	Cañada Executive Leadership Services
502795	05/15/18	Foundation for California Community College	15,680.12	Districtwide Career Ladders Project Consulting Services
502808	05/15/18	Pacific Gas & Electric Co	38,313.32	Utilities
502814	05/15/18	Seascape Resort LTD	14,000.00	Skyline Leadership Retreat Lodging Expenses
502839	05/17/18	AECOM Technical Services, Inc.	38,400.00	Districtwide Master Construction Scheduling Consulting Services
502846	05/17/18	ChargePoint, Inc.	15,934.25	Districtwide EV Charging Station Software Support
502856	05/17/18	Group 4 Architecture, Research + Planning, Inc.	11,450.00	Skyline Architectural Design Services
502860	05/17/18	John Deere Company	72,458.83	Cañada Facilities Vehicles Purchases
502862	05/17/18	Leland Saylor & Associates, Inc.	16,812.50	Skyline and Cañada Construction Costs Estimating Services
502865	05/17/18	MV Transportation, Inc.	25,583.95	Skyline Students Shuttle Services
502867	05/17/18	Pacific Gas & Electric Co	26,702.92	Utilities
502872	05/17/18	Research Foundation of The City University of New York	100,559.00	Skyline ASAP Project Expenses
502892	05/22/18	AA ACME Locksmiths Inc.	11,505.00	Districtwide Classroom Security Hardware Installation Project
502893	05/22/18	Advanced Marking Solutions, Inc.	20,934.90	CSM Library Equipment Purchases
502901	05/22/18	Construction Testing Services, Inc.	18,786.05	Skyline Construction Special Testing and Inspection Services
502915	05/22/18	Kingston Media	12,000.00	Skyline Broadcasting Services
502922	05/22/18	Miller, Morton, Caillat & Nevis, LLP	13,335.00	Cañada Vista Litigation Legal Services
502927	05/22/18	Pacific Gas & Electric Co	11,625.23	Utilities
502945	05/22/18	Strata Information Group	61,440.00	Monthly Districtwide Professional & Management Services
502946	05/22/18	Strategic Energy Innovations	35,988.75	Skyline Workforce Grant Related Consulting Services
502987	05/24/18	AT&T/MCI	13,139.54	Districtwide Telephone Services
503008	05/24/18	Lake Natoma Lodging, L.P.	11,061.89	Skyline Workforce Grant Related Conference Lodging Expenses
503018	05/24/18	Steelcase Inc.	26,613.59	Skyline Classroom Furniture Purchases
503033	05/24/18	XL Construction Corporation	73,606.00	Skyline Design and Construction Services
503043	05/29/18	Jitterbit, Inc.	13,200.00	International Students Services Software Subscription
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
J1806323	05/09/18	Mass Mutual 457	54,687.27	Tax Annuity
J1805904	05/01/18	US Treasury - Federal Payroll Tax	2,040,223.27	Federal Payroll Tax
J1806315	05/16/18	US Treasury - Federal Payroll Tax	98,122.40	Federal Payroll Tax
J1805904	05/01/18	EDD - State Payroll Tax	20,625.54	State Payroll Tax
J1805904	05/01/18	EDD - State Payroll Tax	438,146.84	State Tax-Disability Insurance
J1806438	05/21/18	EDD - State Payroll Tax	14,543.38	State Unemployment Tax
J1806311	05/04/18	PERS Retirement	987,356.98	PERS Retirement Advance
J1806155	05/09/18	State Teacher Retirement - Cash Balance	72,928.88	STRS Retirement-Cash Balance
J1806114	05/04/18	State Teacher Retirement - Defined Benefit	1,138,615.71	STRS Retirement-Defined Benefit 95%
J1806156	05/09/18	State Teacher Retirement - Defined Benefit	59,127.75	STRS Retirement-Defined Benefit Bal

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
May 1 - 31, 2018
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
		<u>SMCCCD Bookstores</u>		
118189	05/03/18	Pearson Education, Inc	58,737.48	Purchase of Inventory
118200	05/03/18	SM CC College District	224,013.92	Salaries and Benefits of March 2018
118204	05/03/18	Sysco Food Company of SF	10,433.30	Purchase of Inventory
118211	05/03/18	Xerox Corporation	14,280.22	Purchase of Inventory
		Subtotal	17,356,299.43	93%
		Warrants Issued ≤ \$10,000	<u>1,228,556.05</u>	7%
		Total Non-Salary Warrants Issued	<u><u>18,584,855.48</u></u>	100%
District Accounts Payable		Ck#502487-503085 DD75968-76307	13,249,898.04	
District Payroll		Ck#133352-134060, DD50154250-50156161	12,558,066.30	
SMCCCD Bookstores		CK#118153 - 118211, EFT 46435	<u>376,306.71</u>	
		Total Warrants Including Salaries -May 2018	<u><u>26,184,271.05</u></u>	

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
June 1 - 30, 2018
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
0076324	06/05/18	U.S. Bank National Association ND, .	454,058.13	Districtwide Procurement Card Payment
0076329	06/05/18	Allana Buick & Bers, Inc.	70,604.45	Cañada Water Intrusion Repair and Cañada Vista Housing Repair Projects
0076334	06/05/18	Coulter Construction Inc.	34,709.00	CSM Construction Project
0076340	06/05/18	Crown Education	18,250.00	International Students Recruitment Services
0076340	06/05/18	Kathmandu AlfaBeta Institute Pvt. Ltd	23,750.00	International Students Recruitment Services
0076346	06/05/18	McCarthy Holdings Inc.	1,180,751.00	Cañada Construction Project
0076347	06/05/18	Meta Bank/BB San Mateo CCD CFA	17,852.00	Financial Aid Disbursement
0076352	06/05/18	Purple Communications Inc.	10,880.00	Skyline Students Sign Language Interpreting Services
0076357	06/05/18	SM County Community College District	18,656.26	Replenish Flex Spending Account
0076360	06/05/18	SMCCCD Bookstore	21,346.66	Cañada Special Programs Books Purchases
0076361	06/05/18	SMCCCD Bookstore	130,370.75	Bookstore Monthly Student Fees Reimbursement
0076363	06/05/18	McCarthy Holdings Inc.	77,818.00	Cañada Construction Project
0076365	06/05/18	VALIC Retirement Services Company	249,904.94	Monthly Tax Sheltered Annuities
0076789	06/07/18	Advance Soil Technology Inc.	19,015.00	Skyline Geotechnical Consulting Services
0076790	06/07/18	Allana Buick & Bers, Inc.	13,142.50	Cañada and Skyline Design Build Construction Projects
0076792	06/07/18	CIS, Inc	37,940.00	Skyline and Cañada On-site Construction Inspection Services
0076800	06/07/18	Purple Communications Inc.	10,200.00	Cañada Students Sign Language Interpreting Services
0076802	06/07/18	SMCCCD Bookstore	26,913.07	Cañada Special Programs Books Purchases
0076803	06/07/18	SMCCCD Bookstore	34,220.06	CSM Promise Program Bookstore Expenses Fees
0076829	06/12/18	CDW LLC	353,366.66	Districtwide IT Equipment Purchases
0076836	06/12/18	Interline Brands, Inc.	12,057.87	Skyline and Cañada Custodial Supplies Purchases
0076839	06/12/18	Meta Bank/BB San Mateo CCD CFA	299,345.50	Financial Aid Disbursement
0076841	06/12/18	Pacific Dining - Food Service Management	21,214.64	Districtwide Catering Services
0076843	06/12/18	Purple Communications Inc.	10,030.00	Cañada Students Sign Language Interpreting Services
0076844	06/12/18	Sedgwick Claims Management Services. Inc.	14,940.87	Replenish Workers' Compensation Insurance Fund
0076869	06/14/18	BankMobile Technologies, Inc.	12,000.00	Financial Aid Disbursement Annual Subscription Fee
0076872	06/14/18	Constellation NewEnergy, Inc.	22,237.89	Utilities
0076877	06/14/18	Interline Brands, Inc.	10,552.55	CSM Facilities Custodial Supplies Purchases
0076911	06/19/18	Constellation NewEnergy, Inc.	40,076.91	Utilities
0076912	06/19/18	Dell Marketing LP	12,179.70	Districtwide Computer Purchases
0076914	06/19/18	GiveGab	11,038.91	KCSM Monthly Credit Card Processing Services
0076916	06/19/18	Intermountain Electric Company	85,374.61	Districtwide Fire Alarm Panels Upgrade Project
0076917	06/19/18	Keenan & Associates	38,132.40	Cañada Construction Project Insurance Fees
0076919	06/19/18	Meta Bank/BB San Mateo CCD CFA	147,488.50	Financial Aid Disbursement
0076923	06/19/18	Rodan Builders, Inc.	198,229.28	Skyline Construction Project
0076930	06/19/18	SMCCCD Bookstore	10,948.06	CSM Monthly Department Supplies Purchases
0076933	06/19/18	Western Allied Mechanical Inc.	17,995.00	CSM HVAC Installation Project
0076972	06/21/18	Hanson Bridgett LLP	31,013.00	Skyline Housing Project Legal Counseling Services
0076976	06/21/18	Krueger International, Inc.	16,737.02	Skyline and Cañada Furniture Purchases
0076982	06/21/18	Keenan & Associates	156,789.92	Skyline and CSM Construction Project Insurance Fees
0076983	06/21/18	The Hanover Research Council, LLC	21,250.00	Cañada Library Research Subscription Services
0077007	06/26/18	Allana Buick & Bers, Inc.	27,321.52	Cañada and Skyline Design Build Construction Projects

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
June 1 - 30, 2018
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
0077009	06/26/18	Blach Construction Company	358,512.01	Cañada Design and Construction Services
0077010	06/26/18	CIS, Inc	41,485.00	Skyline and Cañada On-site Construction Inspection Services
0077013	06/26/18	Coulter Construction Inc.	27,592.00	CSM Construction Project
0077014	06/26/18	Dell Marketing LP	37,510.76	Cañada Computer Purchases
0077016	06/26/18	Gordon Kenny Realty, Inc.	20,000.00	College Staff Housing Operating Expenses Advancement
0077017	06/26/18	GRD Energy Inc.	18,870.00	Skyline and Cañada Construction Design Services
0077018	06/26/18	ICF Jones & Stokes, Inc.	12,203.52	CSM Parking Lot Environment Impact Consulting Services
0077020	06/26/18	Meta Bank/BB San Mateo CCD CFA	413,566.50	Financial Aid Disbursement
0077025	06/26/18	San Mateo County Schools Insurance Group	200,891.90	Monthly Dental and Vision Insurance Premiums
0077026	06/26/18	Schneider Electric Buildings Americas, Inc.	15,000.00	Cañada and Skyline Design Build Construction Projects
0077027	06/26/18	School Project for Utility Rate Reduction (SPURR)	18,187.38	Utilities
0077029	06/26/18	Sedgwick Claims Management Services. Inc.	14,913.25	Replenish Workers' Compensation Insurance Fund
0077031	06/26/18	Sutro Tower Inc.	11,157.98	KCSM Spectrum Repack Project
0077035	06/26/18	XL Construction Corporation	1,394,616.00	Skyline Design and Construction Services
0077067	06/28/18	GRD Energy Inc.	16,240.00	Skyline and CSM Construction Design Services
0077073	06/28/18	McCarthy Holdings Inc.	3,354,272.00	Cañada Construction Project
0077075	06/28/18	Pacific Dining - Food Service Management	41,105.28	Districtwide Catering and Marketing Expenses Cost Sharing
0077078	06/28/18	Rodan Builders, Inc.	569,291.69	Skyline Construction Project
0077079	06/28/18	Schneider Electric Buildings Americas, Inc.	12,350.75	Districtwide Maintenance and Service of Facilities Management Systems
0077087	06/28/18	SMCCCD Bookstore	10,985.96	Cañada Special Programs Supplies Purchases
0077088	06/28/18	SMCCCD Bookstore	508,550.38	Investment Buy-out and Payroll Deductions
0077090	06/28/18	Turner Construction Company	791,009.23	Skyline Design and Preconstruction Services
0077091	06/28/18	McCarthy Holdings Inc.	175,485.00	Cañada Construction Project
0077092	06/28/18	VALIC Retirement Services Company	129,516.94	Monthly Tax Sheltered Annuities
503088	06/05/18	AECOM Technical Services, Inc.	17,800.00	Districtwide Master Construction Scheduling Consulting Services
503099	06/05/18	Atlas Pellizzari Electric, Inc.	19,781.00	Cañada and CSM Electrical System Projects
503109	06/05/18	County of San Mateo	65,159.67	Districtwide Legal Services
503119	06/05/18	Foundation for California Community College	37,600.00	Skyline Grant Related Technical Assistance Services
503120	06/05/18	Foundation for California Community College	72,400.00	Skyline Grant Related Technical Assistance Services
503125	06/05/18	H.Y. Floor and Gameline Painting, Inc.	14,222.00	CSM Flooring Services
503158	06/05/18	Pacific Gas & Electric Co	12,395.32	Utilities
503187	06/05/18	American Federation of Teachers	66,658.16	Monthly Union Dues
503191	06/05/18	C S E A	19,334.11	Monthly Union Dues
503192	06/05/18	Calif Water Service Co	38,978.80	Utilities
503218	06/05/18	Public Empl Ret Sys	1,659,084.51	Monthly Health Insurance Premium
503233	06/05/18	U.S. Postal Services	10,000.00	Cañada Postage Purchase
503236	06/05/18	VALIC	10,950.00	Monthly Tax Sheltered Annuities Employee Contribution
503653	06/07/18	H.Y. Floor and Gameline Painting, Inc.	10,303.00	Skyline Gym Flooring Services
503654	06/07/18	Hopper Equipment & Supply, Inc.	40,579.59	Skyline Automotive Equipment Purchase
503672	06/07/18	Pitney-Bowes Inc.	10,000.00	Cañada Postage Purchase
503720	06/12/18	Bay Area Biotechnology Education Consortium	12,500.00	Project Management Services for Skyline Supply Chain Operations Project
503731	06/12/18	Center for Excellence in Nonprofits	12,799.38	CCCE Non-Profit Leadership Training Services
503736	06/12/18	City of Redwood City	15,288.62	Utilities
503737	06/12/18	City of San Bruno	24,444.98	Utilities

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
June 1 - 30, 2018
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
503747	06/12/18	Foundation for California Community College	15,024.83	Districtwide Career Ladders Project Consulting Services
503750	06/12/18	Goodfellow Top Grade Construction, LLC	18,750.85	Cañada Central Plant Upgrade Project
503761	06/12/18	Kaplan International North America, LLC	15,000.00	International Students Recruitment Services
503765	06/12/18	KTGY Group, Inc.	11,897.50	Skyline Housing Architectural Design Services
503790	06/12/18	Peninsula Library System	11,001.84	Districtwide Subscriptions Services
503815	06/12/18	Test Equity LLC	11,904.21	Skyline Equipment Purchases
503820	06/12/18	TRC Engineers, Inc.	13,507.50	Cañada Geotechnical Inspection and Testing Services
503830	06/12/18	Carroll, Maureen P.	16,500.00	Skyline Leadership Professional Development Consulting Services
503832	06/12/18	County of San Mateo	10,306.10	Districtwide Monthly Parking Income Allocation
503842	06/12/18	The Guardian Life Insurance Company	39,383.82	Monthly Life Insurance Premium
503847	06/14/18	BKF Engineers	51,131.23	Skyline Housing Project Professional Services
503854	06/14/18	Cornerstone Earth Group, Inc.	15,516.94	Cañada Geotechnical Consulting Services
503855	06/14/18	Craig M. De Manty	12,999.00	Cañada Commencement Ceremony Staging ADA Access
503865	06/14/18	Group 4 Architecture, Research + Planning, Inc.	23,015.00	Skyline Architectural Design Services
503866	06/14/18	H.Y. Floor and Gameline Painting, Inc.	19,990.00	CSM Gym Flooring Services
503875	06/14/18	Miller, Morton, Caillat & Nevis, LLP	45,889.36	Cañada Vista and Cañada Bldg. 9 Litigation Legal Services
503880	06/14/18	Pacific Gas & Electric Co	31,277.00	Utilities
503888	06/14/18	Status Verified, LLC	11,666.65	SVIEP International Market Agent Recruitment Services
503913	06/19/18	Rodan Builders, Inc.	10,433.12	Skyline Construction Project
503934	06/19/18	Oldcastle Precast Inc.	10,078.72	CSM Storm Filter Replacement Services
503936	06/19/18	One Workplace L. Ferrari, LLC	14,113.66	Skyline Furniture Purchases
503937	06/19/18	Pacific Gas & Electric Co	47,831.62	Utilities
503942	06/19/18	Scantron Corporation	10,845.25	Cañada Equipment and Software Purchases
503958	06/19/18	Calif Water Service Co	53,083.62	Utilities
503983	06/19/18	RSC Insurance Brokerage, Inc.	60,000.00	Districtwide Annual Insurance Consulting Fee
503997	06/21/18	AT&T/MCI	13,300.43	Districtwide Telephone Services
504036	06/21/18	Kennedy & Company	16,141.37	Districtwide Student Related Technology Systems Research Services
504040	06/21/18	KTGY Group, Inc.	10,590.00	Skyline Housing Architectural Design Services
504087	06/21/18	Strata Information Group	61,440.00	Monthly Districtwide Professional & Management Services
504114	06/26/18	Automotive Electronics Services, Inc.	28,696.95	Skyline Automotive Equipment Purchase
504130	06/26/18	Clearworks LLC	25,000.00	Skyline Automotive Marketing Research Services
504145	06/26/18	EUSA LLP	23,791.00	Skyline Study Abord Program Internship Fees
504167	06/26/18	Lamar Transit, LLC	10,000.00	Cañada Advertising Services
504170	06/26/18	Leland Saylor & Associates, Inc.	23,464.50	Skyline and Cañada Construction Costs Estimating Services
504182	06/26/18	MV Transportation, Inc.	22,926.62	Skyline Students Shuttle Services
504190	06/26/18	Pacific Gas & Electric Co	13,304.76	Utilities
504264	06/26/18	Pacific Gas & Electric Co	25,048.77	Utilities
504269	06/26/18	XL Construction Corporation	63,914.00	Skyline Design and Construction Services
504270	06/26/18	Blach Construction Company	12,453.51	Cañada Design and Construction Services
504291	06/28/18	Rodan Builders, Inc.	29,962.72	Skyline Construction Project
504294	06/28/18	BrightView Tree Care Services, Inc.	31,949.00	CSM Tree Removal Services
504301	06/28/18	City of San Bruno	19,102.79	Utilities
504302	06/28/18	Construction Testing Services, Inc.	27,574.84	Cañada Construction Special Testing and Inspection Services
504312	06/28/18	Haemonetics Corporation	12,541.55	Skyline Surgical Technology Equipment Purchase

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
June 1 - 30, 2018
WARRANT SCHEDULE GREATER THAN OR EQUAL TO \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
504314	06/28/18	IBEAM Systems, Inc.	14,287.16	Cañada Construction Cameras Purchase and Installation
504341	06/28/18	One Workplace L. Ferrari, LLC	23,879.52	CSM Furniture Purchases
504345	06/28/18	Pacific Gas & Electric Co	13,924.15	Utilities
504354	06/28/18	School of Thought, Inc.	62,500.00	CSM Marketing Services
504370	06/28/18	C S E A	19,397.26	Monthly Union Dues
504415	06/28/18	VALIC	12,950.00	Monthly Tax Sheltered Annuities Employee Contribution
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
J1807311	06/08/18	Mass Mutual 457	51,712.27	Tax Annuity
J1806857	06/01/18	US Treasury - Federal Payroll Tax	1,999,488.87	Federal Payroll Tax
J1808509	06/18/18	US Treasury - Federal Payroll Tax	101,368.45	Federal Payroll Tax
J1806857	06/01/18	EDD - State Payroll Tax	18,296.94	State Payroll Tax
J1806857	06/01/18	EDD - State Payroll Tax	428,538.69	State Tax-Disability Insurance
J1806856	06/01/18	PERS Retirement	990,676.89	PERS Retirement Advance
J1806963	06/06/18	State Teacher Retirement - Cash Balance	65,661.92	STRS Retirement-Cash Balance
J1806854	06/01/18	State Teacher Retirement - Defined Benefit	1,118,801.38	STRS Retirement-Defined Benefit 95%
J1807184	06/06/18	State Teacher Retirement - Defined Benefit	56,160.83	STRS Retirement-Defined Benefit Bal
<u>SMCCCD Bookstores</u>				
118243	06/07/18	McGraw-Hill Companies	14,233.92	Purchase of Inventory
118245	06/07/18	MTC Distributing	10,165.30	Purchase of Inventory
118249	06/07/18	Pearson Education, Inc	14,184.12	Purchase of Inventory
118276	06/28/18	Cengage Learning	19,467.08	Purchase of Inventory
118298	06/28/18	MTC Distributing	14,221.76	Purchase of Inventory
118312	06/28/18	SM CC College District	454,141.02	Salaries and Benefits of April and May 2018
EFT 95893	06/22/18	CDTFA	32,500.35	Sales tax prepaid May 1 to June 15, 2018
Subtotal			20,973,203.81	90%
Warrants Issued ≤ \$10,000			2,425,675.44	10%
Total Non-Salary Warrants Issued			<u>23,398,879.25</u>	100%
District Accounts Payable	Ck#503086-504417 DD76309-77096		18,589,150.92	
District Payroll	Ck#134061-134895, DD50156162-50157459		9,358,913.65	
SMCCCD Bookstores	Ck#118212 - 118323, EFT 95893		<u>777,096.15</u>	
Total Warrants Including Salaries -June2018			<u>28,725,160.72</u>	

BOARD REPORT NO. 18-8-2CA

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, 2018-2019**

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 assessed by CCLC/CCCAA for the District's annual membership is \$50,294.00.

Payment of the CCLC portion of the dues \$29,444.00 is allocated between the Board of Trustees, the Chancellor's Office, and the three Colleges. Payment of the CCCAA portion of the dues, \$20,850.00 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 \$50,294.00 for 2018-2019.

BOARD REPORT NO. 18-8-3CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Kathy Blackwood, Executive Vice Chancellor, 358-6790

RATIFICATION OF STUDENT ACCIDENTAL INJURY INSURANCE PROGRAM, 2018-2019

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 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 5-year benefit period.

The total cost for combined programs is \$201,269 which is a 2.68% decrease from 2017-2018 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 \$201,269.

BOARD REPORT NO. 18-8-4CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Aaron McVean, Vice Chancellor, Educational Services and Planning, 358-6803
Susan Harrison, Director, General Services, 358-6879

**APPROVAL OF CONTRACT WITH ADAM LANGE, LLC FOR THE DEVELOPMENT OF SAP
BUSINESS OBJECTS AND DATA DASHBOARDS**

The District Strategic Plan established a set of Districtwide Strategies to facilitate the implementation of the Strategic Goals. The first strategy was to “Develop a robust and comprehensive research, planning and institutional effectiveness infrastructure Districtwide to produce actionable data for use in Districtwide decision-making.” As part of the implementation of that strategy, the District has established a Planning, Research, and Institutional Effectiveness (PRIE) Office. The District PRIE Office is overseeing the establishment of a common research, reporting, and analytics infrastructure in order to produce consistent, accurate, timely, and actionable data for use in Collegewide and Districtwide decision-making. The platform that is being implemented for this use is SAP BusinessObjects.

Adam Lange, LLC is an independent contracting firm that has been performing project-based work for the development of the SAP BusinessObjects infrastructure for Skyline College since 2015. Their technical expertise, responsiveness, and familiarity with the District data systems, structure, definitions, and warehouse are unparalleled. The firm expanded its work with the District to include the development of data dashboards to support the District Strategic Plan, as well as begin implementation of the SAP BusinessObjects platform with Cañada College in the 2017-18 academic year. This sole source contract will allow this work to continue, seamlessly, and expand to include all three Colleges and the District Office for a comprehensive implementation Districtwide.

These services are purchased pursuant to Government code 53060, which allows the board to enter into contracts for special services and advice in financial, economic, accounting, engineering, legal, or administrative matters without competitive bidding.

RECOMMENDATION

It is recommended that the Board of Trustees approve the contract for services from Adam Lange, LLC for all three Colleges and the District Office for a period of two years in the amount not to exceed \$243,040, effective August 23, 2018. After the two-year period, the needs of the District will be reevaluated.

BOARD REPORT NO. 18-8-5CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Dr. Jennifer Taylor-Mendoza, Vice President of Instruction, Skyline College,
738-4321

**ACCEPTANCE OF \$18,000 GRANT FROM THE EMBASSY OF FRANCE IN
WASHINGTON, D.C.**

On June 27, 2018, the Embassy of France in Washington, D.C. selected Skyline College's grant application for their Transatlantic Mobility Program. This program aims to strengthen the historic ties between the United States and France by diversifying and doubling the number of students from France and the United States studying abroad in both countries by 2025. The grant award is \$18,000 to implement a new Study Abroad Program for Skyline College business students to transfer to the Rennes School of Business in France and complete their Bachelor's degree. Some of the funding will be used for student scholarships and to hire student assistants to promote the program.

The District is responsible for course by course articulation and establishing an MOU with the Rennes School of Business in France, selection of students, academic advisement, study abroad advisement and student enrollment. Rennes School of Business is responsible for student housing, optional transportation between San Francisco and the study site, a broad array of student support services, and a social/cultural program to enable students to make the most of their international study experience.

Students transferring to Rennes School of Business, whether they are California residents or non-residents, are charged tuition by the Rennes School of Business. Administrative coordination and supervision are provided by the Director, Special International Programs for the Districtwide Study Abroad Program which is housed under the Global Learning Programs & Services Division at Skyline College.

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of \$18,000 grant from the Embassy of France in Washington, D.C.

BOARD REPORT NO. 18-8-6CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Dr. Jennifer Taylor-Mendoza, Vice President of Instruction, Skyline College,
738-4321

**ACCEPTANCE OF CALIFORNIA APPRENTICESHIP INITIATIVE – NEW AND
INNOVATIVE WORKFORCE GRANT**

The San Mateo County Community College District has been awarded the New and Innovative Apprenticeship Grant, in the amount of \$700,000 from the Workforce and Economic Development Division of the California Community Colleges Chancellor's Office. The District will serve as the fiscal agent and Skyline College will serve as the lead administrator for this grant. The funding period for the grant begins July 18, 2018 and concludes December 31, 2021.

The focus of this grant is to expand partnerships with Bon Appetit at Google to include a comprehensive paid apprenticeship program that promotes college degree attainment. The funding will support activities, staffing, apprenticeship participation, and technology necessary to successfully design and implement the Culinary Immersion paid apprenticeship and workforce-development training program. The result of these efforts will increase access to post-secondary education, degree attainment, and quality culinary training for high potential underserved individuals.

RECOMMENDATION

It is recommended that the Board of Trustees authorize acceptance of the grant funds in the amount of \$700,000 from the Workforce and Economic Development Division of the California Community Colleges Chancellor's Office.

BOARD REPORT NO. 18-8-100B

RESOLUTION NO. 18-23

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

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 11, 2018 meeting of the Board, Trustee Maurice Goodman was absent 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 meeting at which he was absent.

REGULARLY passed and adopted this 22nd day of August, 2018.

Ayes:

Noes:

Abstentions:

Attest: _____
Richard Holober
President, Board of Trustees

BOARD REPORT NO. 18-8-1C

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Kathy Blackwood, Executive Vice Chancellor, 358-6790

UPDATE ON THE FUTURIS TRUST

In July 2009, the Board established the Retirement Futuris Public Entity Investment Trust. The purpose of the trust is (i) investment and disbursement of funds irrevocably designated by Employer for the payment of its obligations to eligible employees (and former employees) of Employer and their eligible dependents and beneficiaries for life, sick, hospitalization, major medical, accident, disability, dental and other similar benefits (sometimes referred to as “other post-employment benefits,” or “**OPEB**”), in compliance with Governmental Accounting Statement Nos. 43 and 45; and (ii) investment and disbursement of excess funds held by Employer for future use in connection with any lawful purpose of Employer.

The Trust is audited every year, and the audit is presented to both the Trust’s board and the Board of Trustees. During the discussion of the 16/17 audit at the January 24, 2018 meeting, the Board asked for an update on the Retirement Futuris Public Entity Investment Trust. During that meeting, there was a discussion about the investment policy, the rate of return, Fiduciary Net Position and the audit report. The latest Actuarial Study of Retiree Health Liabilities prepared in September 2017 indicates that, with addition of 2017-18 contribution, the District’s liability is almost fully funded at 98%. 2018-19 Budget which will be brought to the Board of Trustees for adoption on September 12th, 2018 will reflect an additional deposit to OPEB fund of \$2.6 million which will result in our Retiree Health Liabilities fully funded! Representatives from Keenan, the Trust administrators; Morgan Stanley, the investment advisors; and Benefit Trust Company, the trustees, will present information and answer questions about the trust. The financial statements and the audit for the Trust can be found at:

<https://smccd.edu/financialservices/RBOAuditreports.php>

BOARD REPORT NO. 18-8-2C

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

DISCUSSION WITH AFSCME REGARDING INTERESTS IN FUTURE NEGOTIATIONS

At its meeting on April 25, 2018, the Board of Trustees explored with representatives from the District's three collective bargaining units (AFSCME, AFT and CSEA) a process for discussing interests for future negotiations.

The representatives from the three unions expressed general interest in pursuing this opportunities and it was concluded that each union would be invited to separate meetings in the future to begin the discussions of interests with the Board.

AFSCME will engage with the Board at this meeting to discuss their union's interests.

As a reminder, AFT held their discussion with the Board on May 16, 2018. Subsequent to the April 25 discussions, CSEA has respectfully declined the offer to participate in the discussions.

BOARD REPORT NO. 18-8-3C

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

**DISCUSSION ABOUT DISTRICT SOLUTIONS TO MITIGATE
STUDENT FOOD INSECURITY ISSUES**

The District's Strategic Plan and programs such as Promise and SparkPoint provide information, expectations and tools to address need and remove barriers to realizing the goals of student success and enhanced student support services. As the needs of students evolve and their personal circumstances change, many are faced with challenges outside the classroom that impact their abilities inside the classroom. The District's focus on support in areas such as food insecurity are critical to serving the broader needs of students.

On prior occasions, the Board has had discussions regarding student needs, including food insecurity. In spring 2018, District staff conducted a survey of students to assess need and staff have prepared the attached report to outline various programs and support services that are in place, being enhanced or will be developed to address food insecurity issues for students.

Food Insecurity: A Life-Cost Barrier to Student Success

INTRODUCTION AND CONTEXT

The myth that the cost barriers to attend college rest squarely on tuition and fees has been dispelled in recent years, as tuition rates in California have become the lowest in the nation for community college students at \$46 per unit. Further evaluation of the issue has revealed that it is indeed the life costs – food, transportation, housing, child care, etc. – that are the real financial impediments to students attending college, particularly on a full-time basis, as they often need to work full-time – often multiple jobs – to provide for themselves and their families. The life-cost barriers are often not addressed by educational institutions in a way that lessens the burden for students seeking to continue their higher education goals.

There is also another myth: when a student who has been part of the national free and reduced lunch program for all or part of their K-12 career, that upon graduation from high school, their food and nutrition needs are solved. In fact, the opposite is generally true. Upon graduation, many students in these circumstances encounter greater food insecurity as they now have other compounding issues (housing, transportation, etc.) that compete for limited personal resources as they enter adulthood.

Realizing these issues as true barriers not only to entry into college, but as barriers for student success while in college, the San Mateo County Community College District has taken action to establish several programs to address food insecurity and is in the process of evaluating further programs and support services to ensure that all students have their basic needs met so they can focus on their education, rather than where their next meal will come from.

THE DATA

Nationally

Data from the United States Department of Agriculture estimated that 14.5 percent of households in the nation experience some form of food insecurity. The USDA defines food insecurity as, “the limited or uncertain availability of nutritionally adequate and safe foods or limited or uncertain ability to acquire acceptable foods in socially acceptable ways.”

A 2016 national Community College Success Measure survey “demonstrated 56 percent of community college students in the sample have annual household incomes of \$20,000 or less,” which coupled with a HOPE LAB national research finding that, “Community colleges in the counties with the highest costs of living and the highest rates of food insecurity exhibited higher rates of food insecurity than those in less expensive counties,” paints a concerning picture. Additionally, it has been found that, “Students of color were significantly more likely than their White counterparts to experience food insecurity (Martinez, Brown, & Richie, 2016),” further adding a layer of complexity for many marginalized and underserved students.

Locally

During the spring 2018 academic semester, the District, using the HOPE LAB model, conducted a survey of SMCCCD students on food, housing and transportation insecurity. This is the first time the District has conducted a survey and, up to this point, most data have been qualitative and anecdotal. The data from this qualitative survey revealed the following challenges experienced by students with regard to their basic food needs due to income limitations.

- More than one-half (55%) of respondents indicated that the food they purchased “just didn’t last and I didn’t have money to get more.” 12% of students reported this as “often true” and another 33% reported this as “sometimes true.”
- 28% of students reported “cutting the size of meals or skipping meals” because there wasn’t enough money for food.
- Beyond the literal lack of food, the level of psychological insecurity is high: 41% of students report that they “worried whether my food would run out before I got money to buy more.”

Additional challenges and struggles faced by students over the last twelve months include:

- 22% borrowed money from friends or family to help pay bills
- 17% percent received free food or meals
- 14% went hungry because they could not afford more food
- 11% could not pay the full amount of a gas, oil, or electricity bill
- 8% could not pay or underpaid the rent or mortgage
- 7% moved in with other people because of financial problems
- 6% had an account default or go into collections
- 6% lived with others beyond the expected capacity of the house or apartment
- 4% did not know where they were going to sleep at night
- 2% stayed in an abandoned building, an automobile, or other place not meant for housing
- 1% were evicted from their home
- 1% stayed at a shelter

EXISTING SUPPORT PROGRAMS

The District, through partnerships with local funders and organizations such as the United Way, has established SparkPoint Centers at Skyline College and Cañada College; a center is currently under development at College of San Mateo. These SparkPoint Centers are part of a regional network of financial education centers designed to serve individuals – our students – and families who are working to achieve financial self-sufficiency. A critical part of the Center includes a food pantry that serves the needs of students, their families and the community. Both Skyline College and Cañada College each distribute nearly 100,000 pounds of food each year, more than

80 percent of which is accessed by students. At College of San Mateo, their food pantry is currently coordinated by campus Health Services and the majority of their food distribution is accessed by community members.

NEW PROGRAMS/SUPPORTS UNDER CONSIDERATION

Promise Program

The current District-wide Promise Program budget allocates funds for food stipends for students in need of those resources. Working with Pacific Dining, the District's food provider, the District plans to create meal options at a price point that is either free or affordable for low-income students in need. This will initially be a pilot program for all eligible Promise students and then grow to those students receiving certain forms of student financial aid.

With a daily electronic voucher, students could discreetly purchase nutritious, hot meals from a select menu of options while on campus. The program would be administered through a card system and meal vouchers would be loaded based on the student's enrollment status. For example, if a student is on campus three days per week for classes, they would receive vouchers for each of those days. Administering this program through a card rather than paper voucher helps to reduce the stigma of food insecurity and limited financial resources for those students participating in the program.

Grab and Go Meals

In 2018, Cañada College created a 'Grab and Go' meal program to provide low cost, nutritional meal options for students. The Cañada College Bookstore, in partnership with the Associated Students organization and the campus SparkPoint Center, has developed a brown-bag meal that offers students a sandwich, a piece of fruit, bottled water and cheese for \$6.00; the same meal is offered for dinner at \$3.00 after 4.00 p.m. at the campus bookstore and Pony Espresso. After the program was launched, EOPS adopted the 'Grab and Go' initiative to support program participants. Additionally, a breakfast meal program has been developed for students for \$3.00 per meal.

This program has great potential and is a model that can be ported to Skyline College and College of San Mateo.

PARTNERSHIPS IN DEVELOPMENT

Policy Makers

Legislators at the federal and state levels are very interested in and concerned with the growing food insecurity issues facing District students. Congresswoman Jackie Speier and her staff are exploring opportunities for policy changes to the National School Lunch Program administered by the U.S. Department of Agriculture. Additionally, State Senators Jerry Hill and Scott Weiner are interested in evaluating state policies and programs to identify opportunities for changes that will provide resources for community college students.

Non-profit Organizations

The District is establishing a partnership with Samaritan House, the leading non-profit in San Mateo County that “brings a new level of hope, dignity, and empowerment to people living in poverty as they fulfill immediate needs and guide people to self-reliance.” Samaritan House is the largest food distribution agency in the county, and offers other free services that include shelter and housing assistance; medical and dental clinics; clothes for children; and personalized case management. The District supports Samaritan House’s holistic approach to poverty that goes beyond food, shelter and clothing. Serving a client is not a single transaction but the start of an ongoing relationship to move individuals and families towards self-reliance, some of whom will be able to pursue post-secondary educational goals.

Additionally, the District’s SparkPoint Centers are working to enhance access to fresh produce for the campus foodbanks. The SparkPoint Centers already enjoy a strong working relationship with Second Harvest Foodbank for food that fills campus pantries. To ensure that students have access to a well-rounded, nutritious meal, access to fresh fruits and vegetables is also important.

CONCLUSION

The District’s Strategic Plan and programs such as Promise and SparkPoint provide the District and its colleges with information, expectations and tools to address need and remove barriers to realizing the goals of student success and enhanced student support services. As the needs of students evolve and their personal circumstances change, many are faced with challenges outside the classroom that impact their abilities inside the classroom. The District’s focus on support in areas such as food insecurity are critical to serving the broader needs of students. The current and future planned programming and services for students in need are important elements to ensuring that the lack of basic human needs, such as food, will not prevent students from pursuing their academic goals. With innovative and dedicated campus partners and by engaging community organizations, the District is committed to allocating resources to “Students First.”