



Wednesday, June 28, 2023
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

Closed Session 5:00 p.m.; Open Session 6:00 p.m.
In person at 3401 CSM Drive, San Mateo, CA 94402

Members of the Public may also participate via Zoom.
Zoom Meeting ID - <https://smccd.zoom.us/j/85678941702>
Dial-In: 1-669-900-9128 - Webinar ID: 856 7894 1702

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

OBSERVING THE MEETING

Members of the public who wish to observe the meeting in-person or remotely by accessing the link or calling the following telephone number above at the beginning of the meeting.

For individuals who attend the meeting in person: San Mateo County's current COVID Community Level is LOW, and face masks are strongly recommended but not required while indoors any SMCCCD facility. As the San Mateo County community level changes, information will be provided to students, employees, and visitors.

PROVIDING PUBLIC COMMENT DURING THE MEETING ON NON-AGENDA ITEMS

To make a comment regarding a non-agenda item, members of the public:

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or**
- (2) If remote, once in the Zoom meeting (via above link), can utilize the "raise hand" function on the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who "raise their hand" will be called upon in the order they appear.**
- (3) Members of the public making comment are reminded of the 3-minute time limit for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.**

PROVIDING PUBLIC COMMENT DURING THE MEETING ON AGENDA ITEMS

To make a comment regarding an item on the agenda, members of the public:

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or**
- (2) If remote, once in the Zoom meeting (via above link), can utilize the "raise hand" function on the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who "raise their hand" will be called upon in the order they appear.**
- (3) Members of the public making comment are reminded of the 3-minute time limit for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.**

ACCOMMODATIONS

Persons with disabilities who require an accommodation or service should contact the Chancellor's Office at (650) 358-6877 at least 24 hours prior to the Board meeting.

1. CLOSED SESSION - 5:00 p.m.

Subject **1.1 Call to Order / Roll Call**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 1. CLOSED SESSION - 5:00 p.m.

Access Public

Type Procedural

2. CLOSED SESSION ITEMS FOR DISCUSSION

Subject **2.1 Conference with Legal Counsel - Anticipated Litigation: Significant Exposure to Litigation Pursuant to Subdivisions (d)(2), (4) and (h) of Section § 54956.9 - Number of Potential Cases: 2**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type

Subject **2.2 Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Richard Storti Employee Organizations: AFT**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type

Subject **2.3 Public Employee Performance Evaluation: Review of Goals - Chancellor; Evaluation - Chancellor**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Subject **3.1 Comments by Community Members**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Access Public

Type Information

4. CLOSED SESSION

Subject **4.1 Recess to Closed Session**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 4. CLOSED SESSION

Access Public

Type Procedural

5. OPEN SESSION - 6:00 p.m.

Subject **5.1 Call to Order / Roll Call / Pledge of Allegiance**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 5. OPEN SESSION - 6:00 p.m.

Access Public

Type Procedural

Subject **5.2 Announcement of Any Reportable Action Taken in Closed Session**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 5. OPEN SESSION - 6:00 p.m.

Access Public

Type Information, Procedural

Subject **5.3 Discussion of the Order of the Agenda**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 5. OPEN SESSION - 6:00 p.m.

Access Public

Type Discussion

6. SWEARING-IN OF 2023-2024 STUDENT TRUSTEE

Subject **6.1 Swearing-In of Arthur Veloso Nepomuceno da Silva (10 Min.)**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 6. SWEARING-IN OF 2023-2024 STUDENT TRUSTEE

Access Public

Type Action, Procedural

TO:

FROM:

PREPARED BY:

7. CELEBRATORY RECESS

Subject **7.1 Recess to Welcome New Student Trustee, Arthur Veloso (15 Min.)**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 7. CELEBRATORY RECESS

Access Public

Type

8. STATEMENTS FROM EXECUTIVES, ACADEMIC SENATE, AND STUDENT REPRESENTATIVES

Subject **8.1 6.1 Chancellor and Chancellor's Cabinet**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 8. STATEMENTS FROM EXECUTIVES, ACADEMIC SENATE, AND STUDENT REPRESENTATIVES

Access Public

Type Informational, Procedural

File Attachments

[2023 ExecutiveBoardReport_June.pdf \(17,591 KB\)](#)

Subject **8.2 District Academic Senate**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 8. STATEMENTS FROM EXECUTIVES, ACADEMIC SENATE, AND STUDENT REPRESENTATIVES

Access Public

Type Informational, Procedural

Subject **8.3 Student Trustee and/or Associated Student Body**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 8. STATEMENTS FROM EXECUTIVES, ACADEMIC SENATE, AND STUDENT REPRESENTATIVES

Access Public

Type Informational, Procedural

9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Subject **9.1 AFT, Local 1493**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Access Public

Type Information

Subject **9.2 CSEA, Chapter 33**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Access Public

Type Information

Subject **9.3 AFSCME, AFL-CIO, Local 829, Council 57**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Access Public

Type Information

10. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Subject **10.1 Comments by Community Members**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 10. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Access Public

Type Information

11. APPROVAL OF MINUTES

Subject **11.1 Approval of Minutes from May 10, 2023 Study Session (5 Min.)**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 11. APPROVAL OF MINUTES

Access Public

Type

TO:

FROM:

PREPARED BY:

Subject **11.2 Approval of Minutes from May 24, 2023 Regular Meeting (5 Min.)**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 11. APPROVAL OF MINUTES

Access Public

Type

TO:

FROM:

PREPARED BY:

Subject **11.3 Approval of Minutes from April 26, 2023 Regular Meeting (5 Min.)**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 11. APPROVAL OF MINUTES

Access Public

Type

TO:

FROM:

PREPARED BY:

12. NEW BUSINESS

Subject **12.1 Approval of Personnel Items (5 Min.)**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 12. NEW BUSINESS

Access Public

Type Action

Recommended Action It is recommended that the Board of Trustees approve the attached Personnel Report.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Julie Johnson, Chief Human Resources Officer
David Feune, Director, Human Resources

APPROVAL OF PERSONNEL ITEMS

Staff presents in the attached report for the Board's consideration recommendations for approval of 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.

File Attachments

[Approval of Personnel Items 6-28-23.pdf \(706 KB\)](#)

Subject **12.2 Adoption of Resolution Nos. 23-11, 23-12, and 23-13 Fixing the Employer Contribution Under Section 22895 of the Public Employees' Medical and Hospital Care Act (5 Min.)**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 12. NEW BUSINESS

Access Public

Type Action

Recommended Action It is recommended that the Board adopt Resolution Nos. 23-11, 23-12, and 23-13 to fix the employer contributions.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Julie Johnson, Chief Human Resources Officer
David Feune, Director, Human Resources

ADOPTION OF RESOLUTION NOS. 23-11, 23-12, AND 23-13 FIXING THE EMPLOYER CONTRIBUTION UNDER SECTION 22895 OF THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

Background

In June 2015, the Board adopted resolutions to inform CalPERS of the retiree health benefits that are to be provided to District's employees pursuant to the District's collective bargaining agreements. CalPERS generally refers to the amount of benefits provided by the District as the "Employer Contribution." As a result of the adoption of these resolutions, the District now must inform CalPERS about any changes to the retiree benefits offered by the District that are calculated based on the District's medical cap for a single active employee or the lowest cost plan available. The adoption of a resolution is not required for employees who are eligible at time of retirement for medical benefits that are either the choice of any medical plan available or the equivalent to the current cost of the Kaiser plan, also known as "Kaiser Cap". Furthermore, a resolution is not required should there be no change to the retiree benefits for a particular retiree group. As described below, some of the District's retirees, enrolled in a non-Medicare (basic enrollment) plan, are entitled to be paid an amount equivalent to the District's medical cap for a single active employee. Some of the District's retirees, who are Medicare eligible and are currently enrolled in a Medicare plan, are to be paid an amount equivalent to the lowest cost available plan offered by the District. Resolutions inform CalPERS about what the District's medical cap for a single active employee amount is and which lowest cost plan is available.

The following is a brief description of the resolutions for the retiree groups eligible to receive a contribution equivalent to either the District's medical cap for single active employees or the lowest cost plan available depending on whether or not the retiree is Medicare eligible:

- Resolution 23-11: AFSCME Group – “fixes” the employer contribution for retirees with twenty years of service, who were hired on or after July 1, 1992, to the District's medical cap for a single active (AFSCME) employee amount of \$864.00 per month. Effective January 1, 2023, there was an increase in the single active cap by \$50 per month to \$914.00 per month. Once Medicare eligible, the District will pay for the lowest cost Medicare (supplemental) plan available, which currently is Kaiser Permanente Senior Advantage. The Board approved a resolution on November 30, 2022 to change the lowest-cost plan to Kaiser Permanente Senior Advantage. The first whereas clause in this resolution refers to “Vesting C” which is how CalPERS defines this retiree group in their system.
- Resolution 23-12: Non-Represented/Classified Group (this includes CSEA) - “fixes” the employer contribution for retirees with at least 20 years of service, who were hired on or after July 1, 1992, to the District's medical cap for a single active (CSEA) employee amount of \$880.00 per month. Effective January 1, 2023, there was an increase in the single active cap by \$34 per month to \$914.00 per month. Once Medicare eligible, the District will pay for the lowest cost Medicare (supplemental) plan available. Effective January 1, 2023, the Kaiser Permanente Senior Advantage is the lowest cost health plan available. Previously, staff did not bring to Board a resolution to change the lowest cost plan to the Kaiser Permanent Senior Advantage, therefore, a resolution is being brought before the Board to make this change. The first whereas clause in this resolution refers to “Vesting C” which is how CalPERS defines this retiree group in their system.
- Resolution 23-13: AFT Group – “fixes” the employer contribution for retirees with twenty years of service, who were hired on or after September 8, 1993, and are Medicare eligible to the lowest cost Medicare (supplemental) plan available. Effective January 1, 2023, the Kaiser Permanente Senior Advantage is the lowest cost health plan available. Previously, staff did not bring to Board a resolution to change the lowest cost plan to the Kaiser Permanent Senior Advantage, therefore, a resolution is being brought before the Board to make this change. The first whereas clause in this resolution refers to “Vesting C” which is how CalPERS defines this retiree group in their system.

The changes to the employer contributions will be activated by CalPERS effective July 1, 2023, pursuant to the receipt of these resolutions and CalPERS implementation procedures.

RECOMMENDATION

It is recommended that the Board adopt Resolution Nos. 23-11, 23-12, and 23-13 to fix the employer contributions.

File Attachments

[Board Resolution 23-11.pdf \(137 KB\)](#)

[Board Resolution 23-12.pdf \(137 KB\)](#)

[Board Resolution 23-13.pdf \(137 KB\)](#)

Subject 12.3 Approval of Salary Adjustment for Employees in the American Federation of State, County and Municipal Employee (AFSCME), AFL-CIO, Local 829, Council 57 Bargaining Unit Per The Contract (5 Min.)

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 12. NEW BUSINESS

Access Public

Type Action

Recommended Action It is recommended that the Board of Trustees accept and approve the salary adjustment for AFSCME members as provided above and approve and adopt the attached salary schedules.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Julie Johnson, Chief Human Resources Officer
David Feune, Director, Human Resources

APPROVAL OF SALARY ADJUSTMENT FOR EMPLOYEES IN THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME), AFL-CIO, LOCAL 829, COUNCIL 57 BARGAINING UNIT PER THE CONTRACT

The Board of Trustees approved the ratification of the 2022-2025 AFSCME successor collective bargaining agreement on August 24, 2022. The successor agreement provides members a salary increase based on the Consumer Price Index for All Urban Consumers (CPI-U) May 2023 report from the US Bureau of Labor Statistics (USBLS) for the greater San Francisco Bay Area with a minimum of 2% and a maximum of 4% increase to their base pay, effective July 1, 2023, and a salary increase based on the Consumer Price Index for All Urban Consumers (CPI-U) May 2024 report from the US Bureau of Labor Statistics (USBLS) for the greater San Francisco Bay Area with a minimum of 2% and a maximum of 4% increase to their base pay, effective July 1, 2024. In addition, the successor agreement states that if any other bargaining unit receives a greater raise and/or benefit at any point for the duration of the contract, AFSCME members will receive the same raise and/or benefit.

The CSEA agreement provides its members with an increase of 7% to base pay effective July 1, 2022, an increase of 5% to base pay effective July 1, 2023, and an increase of 3% to base pay effective July 1, 2024. Over the three-year period, CSEA members will receive a total increase of 15%. This is a greater raise than what the AFSCME contract provides its members. Per the AFSCME contract, members will receive the same salary increases provided to other bargaining units, which in this case is CSEA. On May 24, 2023, the Board approved a 2% increase adjustment to the 5% raise received by AFSCME members effective July 1, 2022. At the May 24, 2023 Board meeting, staff did not bring forth salary increases for FY2324 and FY2425. On June 16, 2023, AFSCME members voted to receive the same raises as the CSEA bargaining unit for FY2324 and FY2425. Therefore, AFSCME members will receive an increase of 5% to base pay effective July 1, 2023, and an increase of 3% to base pay effective July 1, 2024. The total increase over the three-year contract period is 15%.

RECOMMENDATION

It is recommended that the Board of Trustees accept and approve the salary adjustment for AFSCME members as provided above and approve and adopt the attached salary schedules.

File Attachments

[70 Buildings and Grounds Salary Schedule - FY2324.pdf \(147 KB\)](#)

[70 Buildings and Grounds Salary Schedule - FY2425.pdf \(147 KB\)](#)

13. CONSENT AGENDA

Subject	13.1 Approval of Request for Approval of Internal Borrowing
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	No
Budgeted	No
Recommended Action	It is recommended that the Board of Trustees approve the internal borrowing of up to \$25 million for up to six months, as needed, for cash flow purposes for the period of July 1, 2023, through December 31, 2023. It is further recommended that the Board adopt Resolution No. 23-16 authorizing an inter-fund transfer for 2023-234 from the capital outlay fund to the unrestricted general fund.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Dr. Richard Storti, Executive Vice Chancellor of Administrative Services Bernata Slater, Chief Financial Officer

APPROVAL OF REQUEST FOR APPROVAL OF INTERNAL BORROWING

Since the District achieved community-supported (i.e., basic-aid) status, it has not received general apportionment (Student Centered Funding Formula or SCFF) payments from the State. While in the past Tax Revenue Anticipation Notes (TRANs) were employed to assist the District with maintaining adequate cash balances to avoid cash flow disruption, the District's current cash balance, as well as investments, disqualifies the District from this short-term borrowing solution. Fortunately, the District has sufficient non-bond cash in its Capital Outlay Fund to meet the District's cash needs for 2023-24. Annually, staff requests the Board to adopt a resolution authorizing the District the ability to internally borrow up to \$25 million from the non-bond cash in the Capital Outlay Fund for no longer than a six-month period to mitigate any cash shortfalls in the General Fund during the fall pending receipt of the first influx of property tax receipts from the County of San Mateo in December. This request mirrors requests from prior years.

RECOMMENDATION

It is recommended that the Board of Trustees approve the internal borrowing of up to \$25 million for up to six months, as needed, for cash flow purposes for the period of July 1, 2023, through December 31, 2023. It is further recommended that the Board adopt Resolution No. 23-16 authorizing an inter-fund transfer for 2023-234 from the capital outlay fund to the unrestricted general fund.

File Attachments

[Resolution 23-16.pdf \(91 KB\)](#)

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 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.

Subject **13.2 Approval of Budgetary Transfers for the Period Ending April 30, 2023, and Adoption of Resolution No. 23-09 Authorizing Budget Revisions and Transfers for 2022-23**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 13. CONSENT AGENDA

Access Public

Type Action (Consent)

Recommended Action It is recommended that the Board of Trustees approve the budgetary transfers and income adjustments for the period January 1, 2023, through April 30, 2023, and that the Board adopted Resolution No. 23-09, authorizing budgetary transfers for 2022-23, as listed and as needed for year-end closing activities.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D. Interim Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor of Administrative Services

APPROVAL OF BUDGETARY TRANSFERS FOR THE PERIOD ENDING APRIL 30, 2023, AND ADOPTION OF RESOLUTION NO. 23-09 AUTHORIZING BUDGET REVISIONS AND TRANSFERS FOR 2022-2023

Section 58307 of Title 5 Regulations requires that the Board of Trustees approve all transfers between expenditure classifications made after the final adoption of the annual budget. Additionally, District Rules and Regulations Section 8.11 specifies that budgetary transfers will be authorized only when expenditures in certain accounting classifications are in excess of amounts budgeted and when there are amounts in other classifications that will not be required for expenditures in those classifications. The changes to the final adopted budget are submitted to the Board semi-annually.

Detailed budget records are maintained in the District's Administrative Services Office and serve as support documentation. This report illustrates increases and decreases in major classifications of object accounts for each fund.

To close the fiscal year, a blanket budgetary revision or transfer will be required to authorize additional transfers that may be necessary to permit payment of District obligations incurred during 2022-23.

RECOMMENDATION

It is recommended that the Board of Trustees approve the budgetary transfers and income adjustments for the period January 1, 2023, through April 30, 2023, and that the Board adopted Resolution No. 23-09, authorizing budgetary transfers for 2022-23, as listed and as needed for year-end closing activities.

File Attachments

[Board June 2023 BT Report.pdf \(92 KB\)](#)

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 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.

Subject	13.3 Approval of Grant Application for Districtwide Student Housing at Skyline College
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	No
Budgeted	No
Recommended Action	It is recommended that the Board approve the District's grant application for the Districtwide Student Housing at Skyline College.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Dr. Richard Storti, Executive Vice Chancellor of Administrative Services Michele Rudovsky, Chief Facilities and Operations Officer Marie Mejia, Interim Director of Capital Projects

APPROVAL OF GRANT APPLICATION FOR DISTRICTWIDE STUDENT HOUSING AT SKYLINE COLLEGE

As part of the 2021-22 California Budget package, the Legislature passed Senate Bill 169 in 2021, providing funding for grants to public colleges and universities to develop affordable student housing. This program provides California Community Colleges the opportunity to apply for student housing grants over a three-year period with three rounds of grant awards. In 2022, AB 183 transferred the administration of the Affordable Student Housing Grant Program from the California Department of Finance (DOF) to the California Community Colleges Chancellor's Office (CCCCO).

To assist in removing financial and housing barriers and provide affordable student housing, the Board directed staff at its February 22, 2023 meeting (Board report 13.2) to complete an application for the Affordable Student Housing Grant Program. If awarded, the application will provide \$60.8 million of State funding to construct a student housing facility at Skyline College encompassing 82,541 gross square feet, 296 student beds, and monthly rents ranging from \$475 - \$920. The application includes a total project cost of \$70.8 million (\$60.8 million of State funding and \$10 million of District match).

RECOMMENDATION

It is recommended that the Board approves the District's grant application for the Districtwide Student Housing at Skyline College.

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 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.

Subject	13.4 Acceptance of Measure K Grant for Skyline College in Support of Learning Community Programs
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	Yes
Dollar Amount	\$125,000.00
Budgeted	No
Budget Source	County of San Mateo
Recommended Action	It is recommended that the Board of Trustees authorize the acceptance of a grant award from County of San Mateo for Measure K funds in the amount of \$125,000 in support of Learning Communities Programs.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Joseph U. Morello, Jr., Acting President, Skyline College

ACCEPTANCE OF MEASURE K GRANT FOR SKYLINE COLLEGE IN SUPPORT OF LEARNING COMMUNITY PROGRAMS

The County of San Mateo Board of Supervisors at their May 23, 2023 meeting adopted a resolution authorizing a one-time grant of district-discretionary Measure K funds to Skyline College. Acceptance of these grant funds in the amount of \$125,000, will permit Skyline College to expand its Learning Communities Program to create a *Measure K Innovation Fund* to provide funding targeted toward minority and underprivileged students. Learning Communities and Programs at Skyline College are varied in nature. The more formal learning communities are based on a cohort model within an academic program. We also have learning communities and programs that are culturally and ethnically responsive groups with faculty members, classified professionals, managers and student peers serving as mentors . Some examples of these communities and programs include: *Puente, Umoja – ASTEP, Kababayan, CIPHER, Brothers Achieving Milestones (BAM), Project Change and Women’s Mentoring and Leadership Academy (WMLA)*.

The grant from *Measure K* will broadly assist Skyline College Learning Communities in providing students with the following:

- A supportive network of leadership and culturally competent faculty, staff, and administrators to assist students in achieving their educational goals within the Learning Community environments;
- A focus on counseling and transfer supports for Learning Community students on pathways to UC, CSU, and other four-year universities;
- Creation of system impacted student pathways to career technical educational programs at Skyline College that lead to high wage technical jobs and engagement with local industry partners to develop pathways from Skyline College to

- jobs;
- Funding for innovation and growth within our Learning Communities with an emphasis on sustaining programs beyond Measure K.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the acceptance of a grant award from County of San Mateo for Measure K funds in the amount of \$125,000 in support of Learning Communities Programs.

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 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.

Subject	13.5 Approval of Agreement with San Mateo Union High School District Regarding Middle College at Skyline College
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	Yes
Dollar Amount	\$136,000.00
Budgeted	Yes
Budget Source	SMUHSD
Recommended Action	It is recommended that the Board of Trustees approve the Agreement between the San Mateo Union High School District and San Mateo County Community College District regarding the Middle College at Skyline College effective July 1, 2023 through June 30, 2024.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Joseph U. Morello, Jr., Acting President, Skyline College Vinicio Lopez, Vice President of Instruction

APPROVAL OF AGREEMENT WITH SAN MATEO UNION HIGH SCHOOL DISTRICT REGARDING MIDDLE COLLEGE AT SKYLINE COLLEGE

In collaboration with San Mateo Union High School District (SMUHSD), the Middle College at Skyline College developed an Agreement to allow students from Capuchino High School to attend the Middle College at Skyline College. This Agreement facilitates the enrollment of Capuchino High School students in the Middle College at Skyline College, the Middle College that is closest to many of the students who attend Capuchino High School. Effective FY 2023-2024, SMUHSD agrees to pay SMCCCD \$7,038 per student for those who attend the Middle College at Skyline College.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Agreement between the San Mateo Union High School District and San Mateo County Community College District regarding the Middle College at Skyline College effective July 1, 2023 through June 30, 2024.

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 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.

Subject	13.6 Approval of Agreement with Sequoia Union High School District Regarding Middle College at Cañada College
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	Yes
Dollar Amount	\$250,000.00
Budgeted	Yes
Budget Source	College One-Time funds
Recommended Action	It is recommended that the Board of Trustees approve the Agreement between Sequoia Union High School District and San Mateo County Community College District regarding the Middle College at Cañada College in the amount not to exceed \$250,000, effective July 1, 2023, through June 30, 2024.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Kim Lopez, Cañada College President Chialin Hsieh, Cañada College Vice President of Instruction

APPROVAL OF AGREEMENT WITH SEQUOIA UNION HIGH SCHOOL DISTRICT REGARDING MIDDLE COLLEGE AT CAÑADA COLLEGE

The Sequoia Union High School District (High School District) entered into an agreement with the San Mateo County Community College District (College District) to establish a Middle College at Cañada College. In collaboration with the Superintendent of the High School District, the agreement permits students from the High School District to attend the Middle College at Cañada College. Middle College is an approach in which students take college classes while in high school and graduate with substantial college credits, usually one year or more, some graduating with an associate's degree at the same time as graduating from high school.

span>

CA Ed Code [11300](#) supports the Middle College approach:

(a) The Legislature finds and declares that middle college high schools have proven to be a highly effective collaborative effort between local school districts and community colleges. The goal of the middle college high school is to select at-risk high school pupils who are performing below their academic potential and place them in an alternative high school located on a community college campus in order to reduce the likelihood that they will drop out of school before graduation.

(b) Each middle college high school shall be structured as a broad-based, comprehensive instructional program focusing on college preparatory and school-to-work curricula, career education, work experience, community service, and support and motivational activities.

(c) The specific design of a middle college high school may vary depending on the circumstances of the community college or school district. The basic elements of the middle college high school shall include, but not be limited to, the following:

- (1) A curriculum that focuses on college and career preparation.
- (2) A reduced adult-student ratio.
- (3) Flexible scheduling to allow for work internships, community service experience, and interaction with community college student role models.
- (4) Opportunities for experiential internships, work apprenticeships, and community service.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Agreement between Sequoia Union High School District and San Mateo County Community College District regarding the Middle College at Cañada College in the amount not to exceed \$250,000, effective July 1, 2023, through June 30, 2024.

File Attachments

[SUHSD - Educational Agreement -Cañada Middle College.pdf \(8,425 KB\)](#)

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 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.

Subject	13.7 Approval of Agreement with South San Francisco Unified School District Regarding Middle College at Skyline College
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	Yes
Dollar Amount	\$612,000.00
Budgeted	Yes
Budget Source	SSFUSD
Recommended Action	It is recommended that the Board of Trustees approve the Agreement between South San Francisco Unified School District and San Mateo County Community College District

regarding the Middle College at Skyline College effective July 1, 2023 through June 30, 2024.

TO: Members of the Board of Trustees
FROM: Melissa Moreno, J.D., Interim Chancellor
PREPARED BY: Joseph U. Morello, Jr., Acting President, Skyline College
Vinicio Lopez, Vice President of Instruction

APPROVAL OF AGREEMENT WITH SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT REGARDING MIDDLE COLLEGE AT SKYLINE COLLEGE

Since 2015, the South San Francisco Unified School District (SSFUSD) has worked in partnership with SMCCCD to establish a Middle College at Skyline College. In collaboration with the Superintendent of South San Francisco Unified School District, the agreement permits students from District high schools to attend the Middle College at Skyline College. As in years past, effective for Fiscal Year 2023-2024, SSFUSD agrees to pay SMCCCD \$7,038 per student who attend the Middle College at Skyline College.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Agreement between South San Francisco Unified School District and San Mateo County Community College District regarding the Middle College at Skyline College effective July 1, 2023 through June 30, 2024.

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 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.

Subject 13.8 Acceptance of the Title V Developing Hispanic Serving Institutions Program Grant for College of San Mateo

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category 13. CONSENT AGENDA
Access Public
Type Action (Consent)
Preferred Date Jun 28, 2023
Absolute Date Jun 28, 2023
Fiscal Impact Yes
Dollar Amount \$3,000,000.00
Budgeted No
Budget Source United States Department of Education
Recommended Action It is recommended that the Board of Trustees approve the acceptance of the \$3,000,000 grant from the Department of Education for the Developing Hispanic Serving Institutions Program.

TO: Members of the Board of Trustees
FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Dr. Jennifer Taylor-Mendoza, President, College of San Mateo
Dr. Carla Grandy, Vice-President of Instruction, College of San Mateo

ACCEPTANCE OF THE TITLE V DEVELOPING HISPANIC SERVING INSTITUTIONS PROGRAM GRANT FOR COLLEGE OF SAN MATEO

The grant ***Pathway to Excelencia: Creating Equitable Opportunities through Progressive and Innovative Teaching and Learning*** is a Title V grant that will provide College of San Mateo with \$3,000,000 in funding over five years. It is intended to create equitable opportunities in STEM, by supporting enrollment of Hispanic and low-income STEM students.

This grant will also enable College of San Mateo to increase semester-to-semester persistence, retention and graduation, as well as increase the percentage of STEM degree students transferring into STEM fields at four-year institutions.

It will further allow College of San Mateo to increase the percentage of Hispanic and low-income participants who completed gateway courses and to decrease the rate of Hispanic and low-income students on academic probation.

Below are some of the major activities College of San Mateo will undertake:

1. Develop research course: increase research opportunities by developing a one-semester interdisciplinary STEM course.
2. Expand math community of practice (Math CoP): provide a vehicle for faculty to connect and learn about pedagogy from each other.
3. Develop and pilot a new Chemistry Associate Degree for Transfer to fill the gap in degree offerings; allows students to earn a guaranteed spot at four-year universities, saving students time and money.
4. Replicate STEM Center: broaden access; serve more students; provide tutoring, student workspaces & other technology for student use; eliminate service gaps between centers.
5. Expand antiracism training and projects to tutors and students to incorporate student voices and increase student and faculty collaborative project opportunities.
6. Extend HyFlex course design and teaching approach that combines online and classroom-based elements to 5 classrooms.
7. Upgrade Planetarium: upgrade computers and peripherals; replace aging projectors with new laser technology; increase safety by removing outdated components and reorganizing the space; replace aging audio equipment.

The award period will cover five years, beginning on **October 1, 2023**, and ending on **September 30, 2027**.

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the \$3,000,000 grant from the Department of Education for the Developing Hispanic Serving Institutions Program.

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 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.

Subject	13.9 Acceptance of Culturally Responsive Pedagogy and Practices and Innovative Best Practices Funding for College of San Mateo
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023

Fiscal Impact Yes
Dollar Amount \$299,231.00
Budgeted No
Budget Source California Community College Chancellor’s Office of Intuitional Effective Division
Recommended Action It is recommended that the Board of Trustees approve the acceptance of the \$299,231 grant funds offered The California Community College Chancellor’s Office of Intuitional Effective Division.
TO: Members of the Board of Trustees
FROM: Melissa Moreno, J.D., Interim Chancellor
PREPARED BY: Dr. Jennifer Taylor-Mendoza, President, College of San Mateo
Dr. Joshua Moon-Johnson, Vice-President, Student Services, College of San Mateo

ACCEPTANCE OF CULTURALLY RESPONSIVE PEDAGOGY AND PRACTICES AND INNOVATIVE BEST PRACTICES FUNDING FOR COLLEGE OF SAN MATEO

The Culturally Responsive Pedagogy & Practices (CRPP) Innovation and Best Practices (IBP) Grant is a one-time grant provided by the California Community College Chancellor’s Office of Institutional Effective Division.

Its intent is to assist institutions in developing innovative Diversity, Equity, Inclusion, and Accessibility (DEIA)-minded and culturally competent professional development training for faculty. The training will focus on nurturing the development of culturally responsive pedagogy and classroom practices for disproportionately impacted and underrepresented communities.

The CRPP IBP Grant will further enable the implementation of DEIA-focused professional development opportunities in order to upskill faculty and successfully expand their capacities to serve students and improve their experiences and outcomes.

It will support the College of San Mateo’s continued efforts to build anti-racist practices in its classroom, curriculum, policies, and culture. CSM will utilize the funding to expand intersectional-focused equity and social justice training opportunities for faculty members. The College of San Mateo has centered on anti-racism and equity as core professional development focus during the 2022-23 academic year for all employees. This focus will expand in the 2023-2024 year to include belonging, identity, and equity.

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the \$299,231 grant funds offered through the California Community College Chancellor’s Office of Intuitional Effective Division.

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 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.

Subject 13.10 Acceptance of Wellness Vending Machine Grant for College of San Mateo
Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	Yes
Dollar Amount	\$15,000.00
Budgeted	No
Budget Source	California Community Colleges Chancellor's Office, Educational Equitable Student Learning, Experience and Impact Office
Recommended Action	It is recommended that the Board of Trustees approve the acceptance of the \$15,000 grant funds offered by the Chancellor's Office, Educational Equitable Student Learning, Experience, and Impact Office.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Dr. Jennifer Taylor-Mendoza, President, College of San Mateo Dr. Joshua Moon-Johnson, Vice President of Student Services, College of San Mateo

ACCEPTANCE OF WELLNESS VENDING MACHINE GRANT FOR COLLEGE OF SAN MATEO

The Wellness Vending Machine Grant is a one-time grant provided by the Chancellor's Office, Educational Equitable Student Learning, Experience and Impact Office.

It will enable the College of San Mateo to further its efforts to deliver wellness solutions to its students by making available vending machines that dispense wellness products, such as condoms, dental dams, menstrual cups, lubrication, tampons, menstrual pads, pregnancy tests, and nonprescription drugs, including discounted emergency contraception.

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the \$15,000 grant funds offered by the Chancellor's Office, Educational Equitable Student Learning, Experience, and Impact Office.

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 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.

Subject **13.11 Acceptance of Asian American, Native Hawaiian, and Pacific Islander Student Achievement Funding for College of San Mateo**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 13. CONSENT AGENDA

Access Public

Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	Yes
Dollar Amount	\$150,697.00
Budgeted	No
Budget Source	Foundation for California Community Colleges
Recommended Action	It is recommended that the Board of Trustees approve the acceptance of the \$150,697 grant opportunity provided by the California Community College Chancellor's Office, the California Commission on Asian and Pacific Islander American Affairs, and the Foundation for California Community Colleges.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Dr. Jennifer Taylor-Mendoza, President, College of San Mateo Dr. Joshua Moon-Johnson, Vice-President, Student Services, College of San Mateo

ACCEPTANCE OF ASIAN AMERICAN, NATIVE HAWAIIAN, AND PACIFIC ISLANDER STUDENT ACHIEVEMENT FUNDING FOR COLLEGE OF SAN MATEO

The California Community Colleges Asian American, Native Hawaiian, and Pacific Islander (AANHPI) Student Achievement Program (SAP) is offered by the Foundation for California Community Colleges (Foundation CCC), in partnership with the California Community Colleges Chancellor's Office (CCCCO) and the California Commission on Asian and Pacific Islander American Affairs (CAPIAA). It is intended to provide culturally responsive services to enhance student educational experiences and promote higher education success for low-income, underserved, and first-generation AANHPI students as well as other underrepresented students.

The AANHPI SAP grant will allow the College of San Mateo to continue meeting the needs of our AANHPI communities and further contribute to the academic and career success of our AANHPI students. In particular, this grant will enable the College of San Mateo to build upon its ongoing AANAPISI work, MANA Learning Community, and Katipunan Learning Community and, in so doing, expand its equity, social justice and anti-racism efforts.

Below are some of the areas in which College of San Mateo will invest:

- Culturally responsive learning communities
- Advising and counseling services
- Mental health counseling and awareness services
- Career development, career readiness, and employment services
- Supplemental instruction and tutoring, such as English language development and support
- Asian American, Pacific Islander studies courses and curriculum development
- Leadership development, internships, and mentorships

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the \$150,697 grant opportunity provided by the California Community College Chancellor's Office, the California Commission on Asian and Pacific Islander American Affairs, and the Foundation for California Community Colleges.

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 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.

Subject	13.12 Acceptance of Asian American, Native Hawaiian, and Pacific Islander Student Achievement Funding for Cañada College
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	No
Recommended Action	It is recommended that the Board of Trustees approve the acceptance of the \$150,697 grant opportunity provided by the California Community College Chancellor's Office, the California Commission on Asian and Pacific Islander American Affairs, and the Foundation for California Community Colleges.

TO: Members of the Board of Trustees

FROM: Dr. Melissa Moreno, Interim Chancellor

PREPARED BY: Kim Lopez, President
Dr. Manuel Alejandro Pérez, Vice President of Student Services

ACCEPTANCE OF ASIAN AMERICAN, NATIVE HAWAIIAN, AND PACIFIC ISLANDER STUDENT ACHIEVEMENT FUNDING FOR CAÑADA COLLEGE

The California Community Colleges Asian American, Native Hawaiian, and Pacific Islander (AANHPI) Student Achievement Program (SAP) is offered by the Foundation for California Community Colleges (Foundation CCC), in partnership with the California Community Colleges Chancellor's Office (CCCCO) and the California Commission on Asian and Pacific Islander American Affairs (CAPIAA). It is intended to provide culturally responsive services to enhance student educational experiences and promote higher education success for low-income, underserved, and first-generation AANHPI students as well as other underrepresented students.

The AANHPI SAP grant will allow Cañada College to continue meeting the needs of our AANHPI communities and further contribute to the academic and career success of our AANHPI students. In particular, this grant will enable Cañada College to build upon its ongoing AANAPISI work in partnership with San Francisco State University and, in so doing, expand its equity, social justice, and anti-racism efforts.

Below are some of the areas in which Cañada College will invest:

Culturally responsive learning communities
Advising, general counseling and mental health counseling services
Career development, career readiness, and employment services
Supplemental instruction and tutoring
Curriculum development
Leadership development, internships, and mentorships

RECOMMENDATION

It is recommended that the Board of Trustees approve the acceptance of the \$150,697 grant opportunity provided by the California Community College Chancellor's Office, the California Commission on Asian and Pacific Islander American Affairs, and the Foundation for California Community Colleges.

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 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.

Subject	13.13 Ratification of March and April 2023 District Warrants
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Recommended Action	It is recommended that the Board of Trustees approve the warrants issued during the period March 1, 2023 through April 30, 2023 and ratify the contracts entered into leading to such payments.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Bernata Slater, Chief Financial Officer

RATIFICATION OF MARCH AND APRIL 2023 DISTRICT WARRANTS

Attached as Exhibits A and B are the warrants in excess of \$10,000 that were issued in the months of March and April 2023 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 March 1, 2023 through April 30, 2023 and ratify the contracts entered into leading to such payments.

File Attachments

[Exhibit A-March 2023 Warrants.pdf \(111 KB\)](#)

[Exhibit B-April 2023 Warrants.pdf \(100 KB\)](#)

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 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.

Subject 13.14 Disposition of Records for Skyline College

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 13. CONSENT AGENDA

Access Public

Type Action (Consent)

Preferred Date Jun 28, 2023

Absolute Date Jun 28, 2023

Fiscal Impact No

Budgeted No

Budget Source Fund 1

Recommended Action It is recommended that the Board approve the destruction of the obsolete records for Skyline College as shown on the attached list.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Joseph U. Morello, Jr., Acting President
Yanely Pulido, Director of General Services
Bob Domenici, Purchasing Supervisor

DISPOSITION OF DISTRICT RECORDS FOR SKYLINE COLLEGE

District Rules and Regulations, Section 8.27 (Records Management), provides for disposition of District records, including classification, retention and destruction in accordance with the California Education Code. After its review of District records, District staff requests the Board's approval for the destruction of the records in Exhibit A. All of the listed records have outlived their usefulness and were kept for the period mandated by the Education Code. For the Board's information, the record types are summarized as follows:

- Class 1: Permanent Records
- Class 2: Optional Records – Optional records not required to be maintained permanently, but deemed worthy of further preservation. These records shall be retained as Class 2 records until reclassified as Class 3
- Class 3: Disposable Records

RECOMMENDATION

It is recommended that the Board approve the destruction of the obsolete records for Skyline College as shown on the attached list.

File Attachments

[Document Shredding Spreadsheet VPI Office May 2023.pdf \(147 KB\)](#)

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 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.

Subject	13.15 Curricular Additions, Deletions and Modifications - College of San Mateo and Skyline College
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	No
Budgeted	No
Budget Source	n/a
Recommended Action	It is recommended that the Board approve the attached curricular changes for the College of San Mateo and Skyline College catalogs.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Aaron McVean, Ph.D., Vice Chancellor, Educational Services and Planning

CURRICULAR ADDITIONS, DELETIONS AND MODIFICATIONS COLLEGE OF SAN MATEO AND SKYLINE COLLEGE

The addition of six courses and one department to the College catalogs are proposed by College of San Mateo and Skyline College at this time. Additionally, six courses are proposed to be offered in the distance education mode.

One course and two programs were assigned inactive status, which removes them from the catalog and schedule. Since they have not been deleted, they can be more easily reinstated at a later time. If reinstatement is unlikely, the courses will be deleted in the coming years.

Furthermore, twenty-four courses and one program were modified.

Each of the proposed courses and programs has been reviewed by the appropriate Division Dean and approved by the College Curriculum or Instruction Committee, acting on behalf of the local Academic Senate. In addition, the Academic Senate Presidents provide oversight with respect to the necessary role of the local Senates in the review and approval process. The rigor of the approval process assures that each new course has substance and integrity in relation to its discipline and that it fills a clear student need not being served by existing course offerings.

RECOMMENDATION

It is recommended that the Board approve the attached curricular changes for the College of San Mateo and Skyline College catalogs.

File Attachments

[Brd 06-28-23 Attachment A CSM.pdf \(93 KB\)](#)

[Brd 06-28-23 Attachment B SKY.pdf \(84 KB\)](#)

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 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.

Subject	13.16 Approval of Contract Award of Cañada College Hillside Erosion Mitigation Project
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	13. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	Yes
Dollar Amount	\$926,559.70
Budgeted	Yes
Budget Source	This project will be funded by State and local funds.
Recommended Action	It is recommended that the Board of Trustees authorize the Chancellor or designee to execute a contract to Beals Martin, Inc. for the Cañada College Hillside Erosion Mitigation Project at Cañada College (Bid #86914) in an amount not-to-exceed \$926,559.70 which includes an owner's allowance of \$84,232.70.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Dr. Richard Storti, Executive Vice Chancellor of Administrative Services Michele Rudovsky, Chief Facilities and Operations Officer Marie Mejia, Interim Director of Capital Projects

APPROVAL OF CONTRACT AWARD OF CAÑADA COLLEGE HILLSIDE EROSION MITIGATION PROJECT

Cañada College experienced numerous severe storms in the past years resulting in significant water inundation and ground saturation that caused several landslides and slope failures.

The scope of work for this project consists of repairing one (1) swale adjacent to the West Entry Drive, three (3) landslides around the campus tennis courts, and two (2) landslides along the Loop Road. The repairs will be completed with an on-site soil stock pile, and the work will include relocating and spreading the remaining soil on the top of the swale repair area.

The Facilities Planning Department, with support from General Services, procured the project through the competitive bidding process. The Invitation for Bids (Bid #86914) was advertised through the District's online bid portal and a formal Advertisement to Bid was published in a local newspaper for two consecutive weeks on May 15 and 22, 2023. Four (4) general contractors attended the mandatory pre-bid conferences and job walks held on May 22 and 24, 2023.

On June 5, 2023 the District received two (2) bids for the project as follows:

Contractor	Total Bid
Beals Martin Inc.	\$926,559.70
Galeb Paving, Inc.	\$1,003,640.00

Staff conducted its due diligence investigation of the bid results. Beals Martin, Inc. was deemed the lowest responsive responsible bidder and meets all the requirements of the project.

This project is covered under the approved Program Stabilization Agreement amended by the Board of Trustees on March 16, 2016 (Board Report 16-3-103B)

The successful bidder is required to pay its workers a sum not less than the general prevailing wage rate of per diem wages and not less than the general prevailing rate for holiday and overtime work for work of a similar character in the locality in which the project is performed as provided under California Labor Code section 1770 et sec.

This project will be funded by State and local funds. The District is also in the process of filing a claim with Federal Emergency Management Agency (FEMA) for reimbursement of a portion of the expenses for the repair of the one (1) swale adjacent to the West Entry Drive since the damage was due to the winter storms in January 2023.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Chancellor or designee to execute a contract to Beals Martin, Inc. for the Cañada College Hillside Erosion Mitigation Project (Bid #86914) in an amount not-to-exceed \$926,559.70, which includes an owner's allowance of \$84,232.70.

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 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.

Subject 13.17 Annual Review and Approval of Instructional Material Fees

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 13. CONSENT AGENDA

Access Public

Type Action (Consent)

Preferred Date Jun 28, 2023

Absolute Date Jun 28, 2023

Fiscal Impact No

Budgeted No

Budget Source n/a

Recommended Action It is recommended that the Board of Trustees approve the Annual Review of Instructional Material Fees.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Aaron McVean, Ph.D., Vice Chancellor, Educational Services and Planning

ANNUAL REVIEW AND APPROVAL OF INSTRUCTIONAL MATERIAL FEES

San Mateo County Community College District has developed an approval and annual reviewing process for Instructional Material Fees to ensure that the District is in compliance with the California Code of Regulations (§59402) and Board Policy 8.70. The Board Policy states that students may only be required to pay for materials that are of continuing value to them outside of the classroom setting.

The Instructional Offices of Cañada College, College of San Mateo and Skyline College have reviewed the proposed instructional material fees for 2023-2024 to ensure compliance with the regulations and Board Policy 8.70. The fees are attached as Exhibits A, B and C respectively for the Board of Trustees to review and approve.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Annual Review of Instructional Material Fees.

File Attachments

[Instructional Material Fees 2023-24 Attachment A CAN.pdf \(72 KB\)](#)
[Instructional Materials Fees 2023-24 Attachment B CSM.pdf \(77 KB\)](#)
[Instructional Material Fees 2023-24 Attachment C SKY.pdf \(102 KB\)](#)

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 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.

Subject 13.18 Approval of Contract Award for District-Wide Snack Vending to Vending One, Inc.

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 13. CONSENT AGENDA

Access Public

Type Action (Consent)

Recommended Action It is recommended that the Board of Trustees award the District's Districtwide Snack Vending contract to Vending ONE, Inc. for a period of five years, commencing July 1, 2023 and ending on June 30, 2028.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor of Administrative Services
Kurt Scholler, Director of Auxiliary Services
Bob Domenici, Purchasing Supervisor

APPROVAL OF CONTRACT AWARD FOR DISTRICTWIDE SNACK VENDING TO VENDING ONE, INC.

Districtwide Snack Vending rights provide comprehensive snack vending services for all three Colleges and the District Office. These exclusive rights extend to all snack vending machines located throughout each College. On June 28, 2017, Canteen Vending Services was awarded a five-year contract for exclusive snack vending rights across the District (Board Report Number 17-6-101B). Due to COVID the contract was extended one additional year and expires on June 30, 2023.

On April 3, 2023, the District issued a Request for Proposal (RFP) for Districtwide Snack Vending (RFP 86912) seeking proposals from qualified vendors to provide exclusive snack machines carrying products at reasonable prices delivered with a high level of service that is responsive to the needs of each College and its students. Respondents were required to propose a commission structure to the District. Vendors also provided responses regarding products, pricing, inventory control, equipment, customer satisfaction and other specifications. A team consisting of representatives from Associated Students, General Services and Auxiliary Services reviewed the proposals.

The District received four responses to the RFP as shown below.

Vendor	Monthly Gross Sales to qualify for commission	Proposed Commissions
Canteen/Compass Vending	No Minimum required	26%
Vending ONE	No Minimum required	35% + \$5000 Sign-on commission
Let's Go Vending	0-30 vends per day	15%
	31- vends per day	17%
MeFit Vending, Inc.	15-35 vends per day*	5%
	36-79 vends per day*	10%
	80+ vends per day*	20%

*Vends per day calculations will be computed by taking the monthly vends divided by the total days machines are operational which will then be divided by the number of Machine(s) then operating at the Location.

2022-2017 5 Year Review

Vending Company

	Jul '22 - Mar '23	Jul '21 - Jun '22	Jul '20 - Jun '21	Jul '19 - Jun '20	Jul '18 - Jun '19	Jul '17 - Jun '18	Total Per Vendor
CAN							
COMPASS	4,700.59	4,868.41	3,009.42	7,646.82	9,963.49	9,610.49	39,799.22
PEPSI	3,957.00	3,289.16	3,009.43	6,137.10	6,803.27	7,343.36	30,539.32
Total CAN Per Year	8,657.59	8,157.57	6,018.85	13,783.92	16,766.76	16,953.85	70,338.54
CSM							
COMPASS	7,617.47	1,423.00	-	14,160.63	21,022.57	20,326.85	64,550.52
PEPSI	4,046.74	1,866.15	-	8,906.99	13,042.24	14,452.34	42,314.46
Total CSM Per Year	11,664.21	3,289.15	-	23,067.62	34,064.81	34,779.19	106,864.98
SKY							
COMPASS	4,974.10	2,756.20	821.88	10,674.94	13,207.09	10,498.85	42,933.06
PEPSI	1,464.75	643.82	-	7,193.61	11,271.22	11,294.96	31,868.36
Total SKY Per Year	6,438.85	3,400.02	821.88	17,868.55	24,478.31	21,793.81	74,801.42
All Total Per Year	26,760.65	14,846.74	6,840.73	54,720.09	75,309.88	73,526.85	252,004.94

The commission rate proposed by Vending ONE is most beneficial to the District. The proposal provides placement of machines similar to current levels decided upon use patterns at the three colleges, fixtures, equipment, maintenance, servicing, repairs, and food replenishment.

RECOMMENDATION

It is recommended that the Board of Trustees award the District's Districtwide Snack Vending contract to Vending ONE, Inc. for a period of five years, commencing July 1, 2023 and ending on June 30, 2028.

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 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.

Subject **13.19 Approval of Contract Award for the Americans With Disabilities Act Upgrades and Scoreboard Install for the College of San Mateo Football Field and Track Replacement Project**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 13. CONSENT AGENDA

Access Public

Type Action (Consent)

Preferred Date Jun 28, 2023

Absolute Date Jun 28, 2023

Fiscal Impact Yes

Dollar Amount \$412,021.00

Budgeted Yes

Budget Source This project will be funded by local funds.

Recommended Action It is recommended that the Board of Trustees authorize the Chancellor or designee to execute a contract for the ADA Upgrades and Scoreboard Install for the College of San Mateo Football Field and Track Replacement Project (Bid #86915) to Strawn Construction in an amount not-to-exceed \$412,021.00 which includes an owner's allowance of \$37,456.00. Alternate #1 will not be awarded.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor of Administrative Services
Michele Rudovsky, Chief Facilities and Operations Officer
Marie Mejia, Interim Director of Capital Projects

**APPROVAL OF CONTRACT AWARD FOR THE AMERICANS WITH DISABILITIES ACT UPGRADES AND SCOREBOARD
INSTALL FOR THE
COLLEGE OF SAN MATEO FOOTBALL FIELD AND TRACK REPLACEMENT PROJECT**

This proposed contract is for installation services of a new scoreboard (cost of scoreboard (\$133,640) is not included in the contract), improvements in the Upper Throwing Field (listed as Alternate #1) and certain ADA upgrades that are required by DSA as part of the CSM Football Field Turf Replacement project. The ADA upgrades are listed on the Districts ADA transition

plan.

This project will support the following work/procurement which are under three (3) piggybackable agreements:

- Football Field Replacement
- Track Replacement
- Scoreboard Purchase

The Facilities Planning Department, with support from Swinerton Management & Consulting, procured the project through the competitive bidding process. The Invitation for Bids (Bid #86915) was advertised through the District's online bid portal and a formal Advertisement to Bid was published in a local newspaper for two consecutive weeks on May 10 and 17, 2023. Six (6) general contractors attended the mandatory pre-bid conferences and job walks held on May 17, 22, and 30, 2023.

On June 5, 2023 the District received three (3) bids for the project as follows:

Contractor	Total Base Bid Incl Owner's Allowance	Alternate #1	Total Bid
Angotti & Reilly	\$605,767.00	\$446,298.00	\$1,052,065.00
Coulter Construction	\$532,614.00	\$265,788.00	\$798,402.00
Strawn Construction	\$412,021.00	\$290,000.00	\$702,021.00

Staff conducted its due diligence investigation of the bid results. Strawn Construction was deemed the lowest responsive responsible bidder and meets all the requirements of the project. The College consequently decided not to pursue Alternate #1 due to budgetary constraints.

This project is covered under the approved Program Stabilization Agreement amended by the Board of Trustees on March 16, 2016 (Board Report 16-3-103B).

The successful bidder is required to pay its workers a sum not less than the general prevailing wage rate of per diem wages and not less than the general prevailing rate for holiday and overtime work for work of a similar character in the locality in which the project is performed as provided under California Labor Code section 1770 et sec.

This project will be funded by local funds.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Chancellor or designee to execute a contract for the ADA Upgrades and Scoreboard Install for the College of San Mateo Football Field and Track Replacement Project (Bid #86915) to Strawn Construction in an amount not-to-exceed \$412,021.00 which includes an owner's allowance of \$37,456.00. Alternate #1 will not be awarded.

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 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.

14. OTHER RECOMMENDATIONS

Subject 14.1 Setting of Board of Trustees Meeting Dates for 2024 (5 Min.)

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 14. OTHER RECOMMENDATIONS

Access Public

Type Action

Preferred Date Jun 28, 2023

Absolute Date Jun 28, 2023

Fiscal Impact No

Budgeted No

Recommended Action It is recommended that the Board review the proposed Board of Trustees meeting dates and approve the calendar for 2024.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Candice E. Bell, Executive Assistant to the Board

SETTING OF BOARD OF TRUSTEES MEETING DATES FOR 2024

The Board annually sets meeting dates for the next calendar year. Board Policy 1.40 states that "the regular meetings of the Board shall normally be held on the second and fourth Wednesday of each month" and that "the date, time and place of the regular meeting may be changed by action of the Board."

During the Regular Board Meeting on May 24, 2023, the Board discussed the draft schedule and requested the schedule to reflect one (1) regular/business meeting each month, with one (1) retreat in February, and one (1) Study Session per quarter (in May, August, and November). The following shows meeting dates for 2024.

RECOMMENDATION

It is recommended that the Board review the proposed Board of Trustees meeting dates and approve the calendar for 2024.

File Attachments
[2024 Board of Trustees Meeting Dates.pdf \(20 KB\)](#)

Subject 14.2 Adoption of Resolution 23-15 Establishing 2023-2024 Appropriation Limits (5 Min.)

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 14. OTHER RECOMMENDATIONS

Access Public

Type Action (Consent)

Recommended Action It is recommended that the Board of Trustees adopt Resolution No. 23-15 in compliance with California Government Code Section 7910 (SB 1352, Chapter 1205, Statutes of 1980) for establishment of the 2023-2024 appropriations limit at \$223,861,185 as described in the attached Gann Limit Worksheet.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor

ADOPTION OF RESOLUTION 23-15 ESTABLISHING 2023-2024 APPROPRIATION LIMITS

Government Code Section 7910 (SB 1352, Chapter 1205, Statutes of 1980) requires that the Board establish, by resolution, its appropriations limit for each fiscal year. The Gann Limit Worksheet has been available in the Chancellor's Office since June 1, 2023, and provides the basis for approval of Resolution No. 23-15.

The appropriations limit for 2023-2024 totaled \$210,660,280; however, was increased to \$220,959,655 with the application of the price factor of 1.0444, as provided by the California State Department of Finance, and the population FTES change factor of 1.0043. The calculated appropriations subject to the limit for 2023-24 is \$223,861,185 or \$2,901,530 higher than the appropriations limit of \$220,959,655. Per state law, the District will notify the Department of Finance through the State Chancellor's Office to transfer surplus State Appropriation Limit authority from the State to the District per Government Code Section 7902.1(c); thereby increasing the appropriations limit for 2023-24 from \$220,959,655 to \$223,861,185.

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution No. 23-15 in compliance with California Government Code Section 7910 (SB 1352, Chapter 1205, Statutes of 1980) for establishment of the 2023-2024 appropriations limit at \$223,861,185 as described in the attached Gann Limit Worksheet.

File Attachments

[Gann Limit Worksheet for Budget Year 2023-24.pdf \(83 KB\)](#)

[Resolution 23-15.pdf \(93 KB\)](#)

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 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.

Subject	14.3 Adoption of Resolution No. 23-10 Declaring An Exemption Under the California Environmental Quality Act for the College of San Mateo Beach Volleyball Project (5 min.)
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	14. OTHER RECOMMENDATIONS
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	No
Budgeted	No
Recommended Action	It is recommended that the Board adopt Resolution No. 23-10, declaring an exemption under the California Environmental Quality Act (CEQA) for the College of San Mateo Beach Volleyball project, thereby authorizing the District to file and post the necessary notices pursuant to CEQA.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Dr. Richard Storti, Executive Vice Chancellor of Administrative Services

Michele Rudovsky, Chief Facilities and Operations Officer
Marie Mejia, Interim Director of Capital Projects

ADOPTION OF RESOLUTION 23-10 DECLARING AN EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR THE COLLEGE OF SAN MATEO BEACH VOLLEYBALL PROJECT

The College of San Mateo Beach Volleyball project requires submission to the State for categorical exemption from applicable sections of the California Environmental Quality Act (CEQA):

The State's planning approval process includes compliance with the reporting requirements in Section 6850 of the California Environmental Quality Act (CEQA). Sections 15301, 15302, 15304, and 15314 of the CEQA Guidelines provide allowance for categorical exemptions for certain projects. Since site noted above is pre-existing, new construction and work associated with the listed project will have minimal impact on traffic patterns, local utilities and other related environmental matters, the District seeks Board authorization, by adoption of Board Resolution No. 23-10, to file the necessary Notices of Exemption.

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 23-10, declaring an exemption under the California Environmental Quality Act (CEQA) for the College of San Mateo Beach Volleyball project, thereby authorizing the District to file and post the necessary notices pursuant to CEQA.

File Attachments

[Adoption of Resolution CEQA NOE for CSM Beach Volleyball Resolution 23-10.pdf \(11 KB\)](#)

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 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.

Subject **14.4 Temporary Suspension of Board Policy 6.04 - Minimum Class Size Guidelines (10 Min.)**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 14. OTHER RECOMMENDATIONS

Access Public

Type Action

Preferred Date Jun 28, 2023

Absolute Date Jun 28, 2023

Fiscal Impact Yes

Budgeted No

Budget Source VARIOUS

Recommended Action It is recommended that the Board approve the temporary suspension of BP 6.04 through August 3, 2024.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Aaron McVean, Ph.D., Vice Chancellor of Educational Services

TEMPORARY SUSPENSION OF BOARD POLICY 6.04 - MINIMUM CLASS SIZE GUIDELINES

During the COVID-19 global pandemic, the District negotiated a series of MOUs with the AFT that, in part, temporarily suspended the Minimum Class Size Guidelines outlined in BP 6.04, to reduce the number of students that served as a guideline for class section cancellation from twenty (20) to ten (10) students. At the conclusion of these MOUs, the Chancellor, through executive action related to recovery from the COVID-19 global pandemic, continued the temporary suspension of the twenty (20) student minimum class size guideline. At its meeting on November 30, 2022, the Board of Trustees received a report and presentation on the impacts of class cancellations as they related to the existing minimum class size guidelines included in BP 6.04. Subsequently, the District Participatory Governance Council (DPGC) received the same report and presentation and discussed potential changes to BP 6.04 at its regular Spring 2023 meetings. Ultimately, DPGC recommended a series of changes to BP 6.04, including a permanent change of the minimum class size guideline for class cancellations to ten (10) students. This recommendation was forwarded to the Chancellor for consideration, per [Board Policy 2.08](#). Following the Chancellor's Cabinet review and discussion of the recommended changes from DPGC, the Chancellor drafted a separate recommendation, incorporating some of the changes recommended by DPGC, modifying others, and adding some additional clarifying language. This recommendation was provided to the Board as a first read, at its May 24, 2023 regular meeting.

Based on the May 24, 2023 discussion of the Board, the Chancellor is recommending a temporary suspension of the current BP 6.04 minimum class size of 20 students for the 2023-24 academic year, including the 2024 summer session, to allow time for more study and discussion of the issue with the Board during the Fall semester. During this time, the minimum class size guideline will be 10 students for the Fall 2023, Spring 2024, and Summer 2024 terms. The temporary suspension of BP 6.04 will end on August 3, 2024.

RECOMMENDATION

It is recommended that the Board approve the temporary suspension of BP 6.04 through August 3, 2024. An 'Aye' vote will result in setting the minimum class size guidance for course section cancellations temporarily at 10 students for the 2023-24 academic year, including the 2024 Summer session. A 'No' vote will result in maintaining the current BP 6.04 that sets the minimum class size guidance for course section cancellations at 20 students.

Subject	14.5 Approval of Skyline College Education Master Plan for Academic Years 2023-2024 Through 2027-2028 (10 min.)
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	14. OTHER RECOMMENDATIONS
Access	Public
Type	Action (Consent)
Preferred Date	Jun 28, 2023
Absolute Date	Jun 28, 2023
Fiscal Impact	No
Budgeted	No
Budget Source	NA
Recommended Action	It is recommended that the Board approve the Education Master Plan for Skyline College for Academic Years 2023-2024 through 2027-2028.
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Joseph U. Morello, Jr., Acting President, Skyline College
Ingrid Vargas, Dean of Planning, Research, Innovation and Effectiveness

APPROVAL OF SKYLINE COLLEGE EDUCATION MASTER PLAN FOR ACADEMIC YEARS 2023-2024 THROUGH 2027-2028

In accordance with California Code of Regulations [Title 5 Section 51008](#), Skyline College is submitting its Education Master Plan for Academic Years 2023-2024 through 2027-2028 for the Board's review and approval. The plan is attached to this report.

Over the past year and a half, Skyline College's Strategic Planning and Allocation of Resources Committee (SPARC), composed of representatives of the College's four constituent groups, has led the College through a participatory process of data review, analysis and discussion to establish the College's strategic goals for the next five years. The process included a 2-day Integrated Planning Summit bringing together students, faculty, classified staff and administrators to listen to each other and explore solutions and ideas for furthering the College mission. The work continued with community-wide town halls and dozens of division meeting workshops. The resulting Education Master Plan presents six strategic goals, outlines sample actions for each goal, and establishes metrics to help track our progress. For the five years beginning July 2023, Skyline College's Strategic Goals are as follows:

1. Be an antiracist and equitable institution.
2. Increase student enrollment by being responsive to the communities we serve.
3. Ensure that all students have the support and resources needed to achieve their educational goals.
4. Cultivate civic-mindedness to empower self and strengthen society.
5. Foster a thriving learning and work environment.
6. Ensure fiscal stability to support the College mission and maintain public trust.

RECOMMENDATION

It is recommended that the Board approve the Education Master Plan for Skyline College for Academic Years 2023-2024 through 2027-2028.

File Attachments

[SKY-EMP-Board Presentation-6.28.23.pdf \(10,118 KB\)](#)

[SKY EMP 6.26.23 PAGE layout FINAL.pdf \(41,521 KB\)](#)

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 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.

Subject	14.6 Proposed Extension of the Third Amended Master Agreement between the District and Foundation (20 Min.)
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	14. OTHER RECOMMENDATIONS
Access	Public
Type	Action
Recommended Action	It is recommended that the Board of Trustees approves an extension of the Third Amended Master Agreement between the District and Foundation through August 29, 2023.

TO: Members of the Board of Trustees
FROM: Melissa Moreno, J.D., Interim Chancellor
PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor of Administrative Services

PROPOSED EXTENSION OF THE THIRD AMENDED MASTER AGREEMENT BETWEEN THE DISTRICT AND FOUNDATION

The San Mateo County Community Colleges Foundation ("Foundation") was formed by the Board of Trustees of the San Mateo County Community College District ("District") on March 25, 1966. The Foundation is a nonprofit California corporation existing to serve the District. The purposes of the Foundation include promoting student success and nourishing program innovation and excellence by securing donations and grants and providing financial support for students and the colleges of the District.

A master agreement establishing parameters of the relationship between the District and Foundation was established in 2002 and later amended in 2007, 2013, and 2018. With the Third Amended Master Agreement expiring on June 30, 2023, the Board of Trustees authorized the Executive Vice Chancellor ("EVC") to negotiate a new agreement between the District and Foundation at its meeting on April 26, 2023. The Board of Trustees also established an ad hoc subcommittee of the Board that includes two trustees to work with the EVC. The EVC has had several meetings with the Foundation Chair and the District's legal counsel in an effort to create and finalize a new agreement. While negotiations are progressing, a final agreement is not complete at this time and staff is recommending extending the existing agreement through August 29, 2023 to allow additional time to finalize the new agreement.

RECOMMENDATION

It is recommended that the Board of Trustees approves an extension of the Third Amended Master Agreement between the District and Foundation through August 29, 2023.

File Attachments

[Agreement to Extend Expiration of Third MOU and Maintain Status Quo.pdf \(73 KB\)](#)

Subject 14.7 Adoption of the 2023-24 Tentative Budget (20 Min.)

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 14. OTHER RECOMMENDATIONS

Access Public

Type Action

Recommended Action It is recommended that the Board of Trustees adopt the 2023-24 Tentative Budget to comply with California Code of Regulations Section §58305.

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor

ADOPTION OF THE 2023-2024 TENTATIVE BUDGET

In accordance with State law, the 2023-24 Tentative Budget must be adopted by the Board of Trustees on or before July 1, 2023. The budget will be revised during the summer to reflect the needed changes resulting from the passage of the State Budget and from the 2022-23 year-end close activities leading to the 2023-24 Final Adopted Budget, which will be presented

to the Board of Trustees on September 13, 2023.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the 2023-24 Tentative Budget to comply with California Code of Regulations Section §58305.

File Attachments

[2023-24 Tentative Slides.pdf \(1,719 KB\)](#)

[2023-24 Tentative Budget Final \(1\).pdf \(817 KB\)](#)

15. DISCUSSION ITEMS

Subject	15.1 Update on District-Wide Student Housing at College of San Mateo (5 Min.)
Meeting	Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category	15. DISCUSSION ITEMS
Access	Public
Type	Informational
TO:	Members of the Board of Trustees
FROM:	Melissa Moreno, J.D., Interim Chancellor
PREPARED BY:	Dr. Richard Storti, Executive Vice Chancellor of Administrative Services Michele Rudovsky, Chief Facilities and Operations Officer Marie Mejia, Interim Director of Capital Projects

UPDATE ON DISTRICTWIDE STUDENT HOUSING AT CSM

Background

At the direction of the Board of Trustees, staff prepared and submitted an application for State funding to construct a student housing facility located at CSM. If awarded, the facility will improve student life and assist students in addressing financial and housing barriers. The project scope is as follows:

Total Project Budget: \$66M (State: \$56 million, District: \$10 million)

Size of Project: 81,015 GSF with 310 student beds

Projected Rents: \$475 -\$920 / month

Status of Application Award

Out of 21 applications submitted by districts throughout the State, the SMCCCD application was ranked 5th by the State Chancellor's Office which uses an extensive scoring matrix. As a result of limited funding at the State level, funding was only sufficient to fund the five highest ranked projects. The SMCCCD project was included for funding in the Governor's May-Revise and at the time of the preparation of this agenda item, the project remains in the State budget awaiting final approval from the Governor.

Project Status

To meet the project timeline included in the application, an architectural firm (HPI) was approved by the Board on May 24, 2023. While HPI work has begun, their fees are limited to \$50K (per contract) until formal State approval for the project is granted. Once formal State approval is received, work on the project will continue with the design process, including preliminary plans, working drawings, and then submittal to the Division of the State Architect (DSA).

Planned Timeline:

Notification of Grant Award: Summer 2023
Design/Permitting/State Approvals/Bidding: May 2023 – June 2024
Construction: June 2024 – June 2026
Move-in: June – Aug 2026

16. COMMUNICATIONS

Subject **16.1 Report of Public Information Requests for May and June 2023**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 16. COMMUNICATIONS

Access Public

Type Informational

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Interim Chancellor

PREPARED BY: Julie Johnson, Chief Human Resources Officer

REPORT OF PUBLIC INFORMATION REQUESTS FOR MAY AND JUNE 2023

Attached for the Board's information is a report on public information requests through the Public Records Act (PRA), media s, and communications from the public for the Board received in May and June 2023.

File Attachments
[Public Information Report May & June 2023.pdf \(63 KB\)](#)

17. STATEMENTS FROM BOARD MEMBERS

18. RECONVENE TO CLOSED SESSION (if necessary)

Subject **18.1 Reconvened to Close Session**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 18. RECONVENE TO CLOSED SESSION (if necessary)

Access Public

Type Procedural

19. RECONVENE TO OPEN SESSION (if necessary)

Subject **19.1 Reconvened to Open Session**

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 19. RECONVENE TO OPEN SESSION (if necessary)

Access Public
Type Procedural

Subject 19.2 Announcement of Reportable Action Taken In Closed Session (if necessary)

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 19. RECONVENE TO OPEN SESSION (if necessary)

Access Public

Type Procedural

20. ADJOURNMENT

Subject 20.1 Adjourn

Meeting Jun 28, 2023 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category 20. ADJOURNMENT

Access Public

Type Procedural