



Wednesday, April 27, 2022
REGULAR 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/85489978203>
Dial-In: 1-669-900-9128 - Webinar ID: 854 8997 8203

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, face coverings will be required while in-doors at the District Office for all individuals, regardless of COVID-19 vaccination status.

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.**

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.**

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

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

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 1. CLOSED SESSION

Type Procedural

2. CLOSED SESSION ITEMS FOR DISCUSSION

Subject **2.1 CONFERENCE WITH LABOR NEGOTIATOR - AGENCY DESIGNATED REPRESENTATIVE: MICHAEL CLAIRE - EMPLOYEE ORGANIZATIONS: AFSCME, AFT, CSEA, UNREPRESENTED EMPLOYEES**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Type Discussion

Subject **2.2 CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION: SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOV. CODE, § 54956.9, SUBD. (D)(2): TWO CASES**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Type Discussion

Subject **2.3 PURSUANT TO GOV. CODE § 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Type Discussion

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Subject **3.1 Comments by Community Members**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Type Information

4. CLOSED SESSION

Subject **4.1 Recess to Closed Session**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 4. CLOSED SESSION

Type Procedural

5. OPEN SESSION

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

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 5. OPEN SESSION

Type Procedural

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

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 5. OPEN SESSION

Type Information, Procedural

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

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 5. OPEN SESSION

Type Discussion

6. MINUTES

Subject **6.1 APPROVAL OF MINUTES FROM THE FEBRUARY 12, 2022 BOARD RETREAT (5 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 6. MINUTES

Type Action

Preferred Date Apr 27, 2022

Absolute Date Apr 27, 2022

Recommended Action It is recommended that the Board of Trustees approve the presented minutes.

File Attachments
[2022-02-12 Retreat Minutes FINAL.pdf \(212 KB\)](#)

Subject **6.2 APPROVAL OF MINUTES FROM THE MARCH 23, 2022 REGULAR MEETING (5 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 6. MINUTES

Type Action

Preferred Date Apr 27, 2022

Absolute Date Apr 27, 2022

Recommended Action It is recommended that the Board of Trustees approve the presented minutes.

File Attachments
[2022-03-23 Minutes FINAL.pdf \(304 KB\)](#)

Subject **6.3 APPROVAL OF MINUTES FROM THE APRIL 5, 2022 SPECIAL MEETING (5 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 6. MINUTES

Type Action

Preferred Date Apr 27, 2022

Absolute Date Apr 27, 2022

Recommended Action It is recommended that the Board of Trustees approve the presented minutes.

File Attachments
[2022-04-05 Special Meeting Minutes - FINAL.pdf \(119 KB\)](#)

7. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

8. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Subject **8.1 AFSCME, AFL-CIO, Local 829, Council 57**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 8. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Type Information

Subject 8.2 AFT, Local 1493

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 8. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Type Information

Subject 8.3 CSEA, Chapter 33

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 8. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Type Information

9. STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Subject 9.1 Comments by Community Members

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 9. STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Type Information

10. NEW BUSINESS

Subject 10.1 APPROVAL OF PERSONNEL ITEMS (5 Minutes)

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 10. NEW BUSINESS

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: Michael Claire, Chancellor

PREPARED BY: Marie Billie, Interim Chief Human Resources Officer
David Feune, Director, Human Resources

APPROVAL OF PERSONNEL ITEMS

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

positions.

Attached is the report with the recommended personnel items.

RECOMMENDATION

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

File Attachments
[Personnel Report 4-27-22.pdf \(595 KB\)](#)

11. CONSENT AGENDA

| | |
|----------------|---|
| Subject | 11.1 RATIFICATION OF JANUARY AND FEBRUARY 2022 DISTRICT WARRANTS |
| Meeting | Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES |
| Category | 11. CONSENT AGENDA |
| Type | Action (Consent) |
| TO: | Members of the Board |
| FROM: | Michael Claire, Chancellor |
| PREPARED BY: | Bernata Slater, Chief Financial Officer |

RATIFICATION OF JANUARY AND FEBRUARY 2022 DISTRICT WARRANTS

Attached as Exhibits A and B are the warrants in excess of \$10,000 that were issued in the months of January and February 2022 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 January 1, 2022 through February 28, 2022 and ratify the contracts entered into leading to such payments.

File Attachments
[Exhibit A - January 2022 Warrants.pdf \(182 KB\)](#)
[Exhibit B - February 2022 Warrants.pdf \(179 KB\)](#)

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 **11.2 ADOPTION OF THE 2024-2025 ACADEMIC CALENDAR**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 11. CONSENT AGENDA

Type Action (Consent)

Recommended Action It is recommended that the Board of Trustees adopt the 2024-2025 District Academic Calendar as detailed in this report.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Dr. Karrie Mitchell, Vice President of Planning, Research & Institutional Effectiveness, District Office

ADOPTION OF 2024-2025 ACADEMIC CALENDAR

The District Academic Calendar addresses days of work for San Mateo County Community College District employees represented by AFT, CSEA, and AFSCME. The proposed calendar has been negotiated with AFT and provided to CSEA and AFSCME.

The proposed calendar (attached) is designed to begin the 2024-2025 academic year in mid-August with a completion of the Fall 2024 semester prior to the winter holidays. The following highlights the features of the calendar, which is attached in full to this report.

Fall 2024: Classes begin August 14, 2024

87 instructional days (including five (5) days of final examinations and three (3) professional growth flex days)

Semester ends December 16, 2024

Spring 2025: Classes begin January 13, 2025

88 instructional days (including five (5) days of final examinations and three (3) professional growth flex days)

Semester ends May 22, 2025

Summer 2025: All Summer Sessions are set to begin on June 9, 2025

RECOMMENDATION

It is recommended that the Board of Trustees adopt the 2024-2025 District Academic Calendar as detailed in this report.

File Attachments

[SMCCCD 2024-2025 Academic Calendar_Final.pdf \(69 KB\)](#)

[2024-2025 Academic Calendar_Final.pdf \(326 KB\)](#)

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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 **11.3 APPROVAL OF CURRICULAR ADDITIONS, DELETIONS AND MODIFICATIONS CAÑADA COLLEGE, COLLEGE OF SAN MATEO, AND SKYLINE COLLEGE**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 11. CONSENT AGENDA

Type Action (Consent)

Preferred Date Apr 27, 2022

Absolute Date Apr 27, 2022

Fiscal Impact No

Budgeted No

Budget Source N/A

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

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

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

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

The addition of two courses to, and the deletion of one course from, the College catalogs are proposed by Cañada College, College of San Mateo, and Skyline College at this time. Additionally, five courses are proposed to be offered in the distance education mode.

Fifteen courses and one program 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, these courses and programs will be deleted in the coming years.

Furthermore, 142 courses and five programs 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 Cañada College, College of San Mateo, and Skyline College catalogs.

File Attachments

[Brd Report 4-27-22_Attachment C_SKY.pdf \(203 KB\)](#)
[Brd Report 4-27-22_Attachment B_CSM.pdf \(213 KB\)](#)
[Brd Report 4-27-22_Attachment A_CAN.pdf \(212 KB\)](#)

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 **11.4 RECEIPT OF LOCAL 829, COUNCIL 57, AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO'S INITIAL CONTRACT PROPOSAL TO THE DISTRICT AND SETTING OF A PUBLIC HEARING**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 11. CONSENT AGENDA

Type Action (Consent)

Recommended Action It is recommended that the Board receive the initial proposal from Local 829, Council 57, American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) to the District and set a public hearing on the proposal for May 11, 2022, the next regularly scheduled meeting of the Board.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor for Administrative Services
Mitchell Bailey, Vice Chancellor/Chief of Staff

RECEIPT OF LOCAL 829, COUNCIL 57, AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO'S INITIAL CONTRACT PROPOSAL TO THE DISTRICT AND SETTING OF A PUBLIC HEARING

The current collective bargaining agreement between the District and Local 829, Council 57, American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) expires on June 30, 2022. The parties wish to negotiate a successor agreement.

Government Code Section 3547 (from the "Educational Employment Relations Act") provides that:

(a) All initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public records.

(b) Meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.

(c) After the public has had the opportunity to express itself, the public school employer shall, at a meeting which is open to the public, adopt its initial proposal.

AFSCME has submitted an initial proposal to the District, which staff transmits with this report to the Board. This is done prior to holding a public hearing on the proposal as required by the Educational Employment Relations Act.

RECOMMENDATION

It is recommended that the Board receive the initial proposal from Local 829, Council 57, American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) to the District and set a public hearing on the proposal for May 11, 2022, the next regularly scheduled meeting of the Board.

File Attachments

[AFSCME Sunshine Letter.pdf \(145 KB\)](#)

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 **11.5 RECEIPT OF CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 33'S INITIAL CONTRACT PROPOSAL TO THE DISTRICT AND SETTING OF A PUBLIC HEARING**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 11. CONSENT AGENDA

Type Action (Consent)

Recommended Action It is recommended that the Board receive the initial proposal from the California School Employees Association, Chapter 33 to the District and set a public hearing on the proposal for May 11, 2022, the next regularly scheduled meeting of the Board.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor for Administrative Services
Mitchell Bailey, Vice Chancellor/Chief of Staff

RECEIPT OF THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 33 DISTRICT'S INITIAL CONTRACT PROPOSAL TO THE DISTRICT AND SETTING OF A PUBLIC HEARING

The current collective bargaining agreement between the District and the California School Employees Association, Chapter 33 (CSEA) expires on June 30, 2022. The parties wish to negotiate a successor agreement.

Government Code Section 3547 (from the "Educational Employment Relations Act") provides that:

(a) All initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and

thereafter shall be public records.

(b) Meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.

(c) After the public has had the opportunity to express itself, the public school employer shall, at a meeting which is open to the public, adopt its initial proposal.

CSEA has submitted an initial proposal to the District, which staff transmits with this report to the Board. This is done prior to holding a public hearing on the proposal as required by the Educational Employment Relations Act.

RECOMMENDATION

It is recommended that the Board receive the initial proposal from the California School Employees Association, Chapter 33 to the District and set a public hearing on the proposal for May 11, 2022, the next regularly scheduled meeting of the Board.

File Attachments

[CSEA Sunsine Proposal.pdf \(43 KB\)](#)

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 | 11.6 APPROVAL OF ASIAN AND PACIFIC ISLANDER AMERICAN (APIA) GRANT FOR COLLEGE OF SAN MATEO |
| Meeting | Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES |
| Category | 11. CONSENT AGENDA |
| Type | Action (Consent) |
| Preferred Date | Apr 27, 2022 |
| Fiscal Impact | Yes |
| Dollar Amount | \$10,000.00 |
| Recommended Action | It is recommended that the Board of Trustees approve to accept the \$10,000 grant award from APIA. |
| TO: | Members of the Board of Trustees |
| FROM: | Michael Claire, Chancellor |
| PREPARED BY: | Dr. Jennifer Taylor-Mendoza, President, College of San Mateo Dr. Mike Holtzclaw, Vice President of Instruction, College of San Mateo Dr. Micaela Ochoa, Vice President of Administrative Services, College of San Mateo |

APPROVAL OF ASIAN AND PACIFIC ISLANDER AMERICAN (APIA) GRANT FOR COLLEGE OF SAN MATEO

College of San Mateo's (CSM) Mana Learning Community was selected to participate in the Asian & Pacific Islander American (APIA) Scholars Strengthening Institutional Capacity for NHPI Students in Higher Education Program for 2021-2022. As part of this selection, CSM will receive a grant award in the amount of \$10,000. College of San Mateo will be a part of a group of institutions that represent a wide geographic region, and that serve a diverse NHPI student demography. As a result, CSM Mana will have access to a wide range of specialized resources to expand and further NHPI ontologies in academia and education from other institutions that currently provide specialized support to NHPI students at their campuses. Moreover, this co-investigative research project will bring together professionals and faculty from across the United States (Pacific Nation territories included) to share knowledge and NHPI student climate on campuses. It is with hope that this opportunity opens rich discussion and learning opportunities between institutions.

RECOMMENDATION

It is recommended that the Board of Trustees approve to accept the \$10,000 grant award from APIA.

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 **11.7 ACCEPTANCE OF \$480,000 IN GRANT FUNDS FROM THE RISING SCHOLARS NETWORK TO SUPPORT FORMERLY AND CURRENTLY INCARCERATED STUDENTS WITHIN SMCCCD**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 11. CONSENT AGENDA

Type Action (Consent)

Preferred Date Apr 27, 2022

Absolute Date Apr 27, 2022

Fiscal Impact No

Budgeted No

Recommended Action It is recommended that the Board of Trustees accept \$480,000 (\$160,000/year for 3 years) from the Educational Services and Support Division of the California Community College's Chancellor's Office to support the expansion and replication of Project Change across the District.

TO: Members of the Board

FROM: Michael Claire, Chancellor

PREPARED BY: Dr. Aaron McVean, Vice Chancellor of Educational Services and Planning

**ACCEPTANCE OF \$480,000 IN GRANT FUNDS FROM THE RISING SCHOLARS NETWORK TO SUPPORT
FORMERLY AND CURRENTLY
INCARCERATED STUDENTS WITHIN SMCCCD**

The California Community Colleges Chancellor's Office (CCCCO) Rising Scholars Network has awarded the San Mateo County Community College District (SMCCCD) \$480,000 (\$160,000 per year for 3 years) to replicate and expand the Project Change model and services across the District's three colleges. Project Change is an award-winning program at College of San Mateo that has served system impacted and formerly and currently detained youth through dual enrollment and on-campus programming. These funds will allow for Skyline College and Cañada College to develop the capacity to provide similar wrap-around services and supports for system impacted youth.

The Educational Services and Planning Division, in partnership with the business office, will be responsible for allocating funds to each of the District's colleges and administering any required maintenance of the Rising Scholars grant, including grant monitoring and reporting.

RECOMMENDED ACTION

It is recommended that the Board of Trustees accept \$480,000 (\$160,000/year for 3 years) from the Educational Services and Support Division of the California Community College's Chancellor's Office to support the expansion and replication of Project Change across the District.

File Attachments

[Intent to Award Letter for RSN \(4-8-22\).pdf \(270 KB\)](#)

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 **11.8 ACCEPTANCE OF THE CALVAXGRANT PHYSICIAN PRACTICE SUPPORT GRANT TO SUPPORT COVID-19 VACCINATION ADMINISTRATION**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 11. CONSENT AGENDA

Type Action (Consent)

Recommended Action It is recommended that the Board of Trustees accept \$10,000 from the CalVaxGrant Physician Practice Support Grant to support COVID-19 vaccination administration.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff
Raymond Hernandez, District COVID-19 Health Officer

**ACCEPTANCE OF THE CALVAXGRANT PHYSICIAN PRACTICE SUPPORT GRANT
TO SUPPORT COVID-19 VACCINATION ADMINISTRATION**

The District Office has secured funding through the State of California CalVaxGrant program to support vaccination of Californians against COVID-19. The \$10,000 grant funds will support District staffing and infrastructure in partnership with San Mateo County to provide COVID-19 vaccination clinics at the College of San Mateo. These clinics are scheduled every three (3) weeks and provide students, employees, and the community access to all available COVID-19 vaccinations.

RECOMMENDATION

It is recommended that the Board of Trustees accept \$10,000 from the CalVaxGrant Physician Practice Support Grant to support COVID-19 vaccination administration.

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.

12. OTHER RECOMMENDATIONS

| | |
|---------------------|--|
| Subject | 12.1 ADOPTION OF RESOLUTION NO. 22-06 IN SUPPORT OF BELMONT REDWOOD SHORES SCHOOL DISTRICT PARCEL TAX MEASURE C (5 minutes) |
| Meeting | Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES |
| Category | 12. OTHER RECOMMENDATIONS |
| Type | Action |
| Recommended Action | It is recommended that the Board of Trustees approve Resolution No. 22-06 in support of the Belmont-Redwood Shores School District Parcel Tax Measure C. |
| TO: | Members of the Board of Trustees |
| FROM: | Michael Claire, Chancellor |
| PREPARED BY: | Mitchell Bailey, Vice Chancellor/Chief of Staff |

ADOPTION OF RESOLUTION NO. 22-06 IN SUPPORT OF BELMONT REDWOOD SHORES SCHOOL DISTRICT PARCEL TAX MEASURE C

The San Mateo County Community College District enjoys collaborative and productive partnerships with all elementary and high school districts in San Mateo County, and the District joins partner districts throughout the county in supporting efforts that reinforce student success.

The Board of Trustees continues to express an interest in offering support to local school districts who are seeking bond and parcel tax measures. As such, staff have prepared the attached Resolution No. 22-06 supporting the Belmont-Redwood Shores School District Parcel Tax Measure C for the Board's consideration.

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No. 22-06 in support of the Belmont-Redwood Shores School District Parcel Tax Measure C.

File Attachments

[Belmont-Redwood Shores Parcel Tax Resolution.pdf \(109 KB\)](#)

Subject **12.2 ADOPTION OF RESOLUTION NO. 22-07 IN SUPPORT OF MILLBRAE ELEMENTARY SCHOOL DISTRICT BOND MEASURE E (5 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Type Action

Recommended Action It is recommended that the Board of Trustees approve Resolution No. 22-07 in support of the Millbrae Elementary School District Bond Measure E.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff

ADOPTION OF RESOLUTION NO. 22-07 IN SUPPORT OF MILLBRAE ELEMENTARY SCHOOL DISTRICT BOND MEASURE E

The San Mateo County Community College District enjoys collaborative and productive partnerships with all elementary and high school districts in San Mateo County, and the District joins partner districts throughout the county in supporting efforts that reinforce student success.

The Board of Trustees continues to express an interest in offering support to local school districts who are seeking bond and parcel tax measures. As such, staff have prepared the attached Resolution No. 22-07 supporting the Millbrae Elementary School District Bond Measure E for the Board's consideration.

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No. 22-07 in support of the Millbrae Elementary School District Bond Measure E.

File Attachments

[Millbrae Bond Resolution.pdf \(112 KB\)](#)

Subject **12.3 ADOPTION OF RESOLUTION NO. 22-08 IN SUPPORT OF BRISBANE SCHOOL DISTRICT PARCEL TAX MEASURE G (5 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Type Action

Recommended Action It is recommended that the Board of Trustees approve Resolution No. 22-08 in support of the Brisbane School District Parcel Tax Measure G.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff

ADOPTION OF RESOLUTION NO. 22-08 IN SUPPORT OF BRISBANE SCHOOL DISTRICT PARCEL TAX MEASURE G

The San Mateo County Community College District enjoys collaborative and productive partnerships with all elementary and high school districts in San Mateo County, and the District joins partner districts throughout the county in supporting efforts that reinforce student success.

The Board of Trustees continues to express an interest in offering support to local school districts who are seeking bond and parcel tax measures. As such, staff have prepared the attached Resolution No. 22-08 supporting the Brisbane School District Parcel Tax Measure G for the Board's consideration.

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No. 22-08 in support of the Brisbane School District Parcel Tax Measure G.

File Attachments

[Brisbane Parcel Tax Resolution.pdf \(107 KB\)](#)

Subject **12.4 ADOPTION OF RESOLUTION NO. 22-09 IN SUPPORT OF HILLSBOROUGH CITY SCHOOL DISTRICT BOND MEASURE H (5 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Type Action

Recommended Action It is recommended that the Board of Trustees approve Resolution No. 22-09 in support of the Hillsborough City School District Bond Measure H.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff

ADOPTION OF RESOLUTION NO. 22-09 IN SUPPORT OF HILLSBOROUGH CITY SCHOOL DISTRICT BOND MEASURE H

The San Mateo County Community College District enjoys collaborative and productive partnerships with all

elementary and high school districts in San Mateo County, and the District joins partner districts throughout the county in supporting efforts that reinforce student success.

The Board of Trustees continues to express an interest in offering support to local school districts who are seeking bond and parcel tax measures. As such, staff have prepared the attached Resolution No. 22-09 supporting the Hillsborough City School District Bond Measure H for the Board's consideration.

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No. 22-09 in support of the Hillsborough City School District Bond Measure H.

File Attachments
[Hillsborough Bond Resolution.pdf \(109 KB\)](#)

Subject **12.5 ADOPTION OF RESOLUTION NO. 22-10 IN SUPPORT OF RAVENSWOOD CITY SCHOOL DISTRICT BOND MEASURE I (5 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Type Action

Recommended Action It is recommended that the Board of Trustees approve Resolution No. 22-10 in support of the Ravenswood City School District Bond Measure I.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff

ADOPTION OF RESOLUTION NO. 22-10 IN SUPPORT OF RAVENSWOOD CITY SCHOOL DISTRICT BOND MEASURE I

The San Mateo County Community College District enjoys collaborative and productive partnerships with all elementary and high school districts in San Mateo County, and the District joins partner districts throughout the county in supporting efforts that reinforce student success.

The Board of Trustees continues to express an interest in offering support to local school districts who are seeking bond and parcel tax measures. As such, staff have prepared the attached Resolution No. 22-10 supporting the Ravenswood City School District Bond Measure I for the Board's consideration.

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No. 22-10 in support of the Ravenswood City School District Bond Measure I.

File Attachments

[Ravenswood Bond Resolution.pdf \(112 KB\)](#)

Subject **12.6 ADOPTION OF RESOLUTION NO. 22-11 IN SUPPORT OF JEFFERSON ELEMENTARY SCHOOL DISTRICT BOND MEASURE J (5 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Type Action

Recommended Action It is recommended that the Board of Trustees approve Resolution No. 22-11 in support of the Jefferson Elementary School District Bond Measure J.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff

ADOPTION OF RESOLUTION NO. 22-11 IN SUPPORT OF JEFFERSON ELEMENTARY SCHOOL DISTRICT BOND MEASURE J

The San Mateo County Community College District enjoys collaborative and productive partnerships with all elementary and high school districts in San Mateo County, and the District joins partner districts throughout the county in supporting efforts that reinforce student success.

The Board of Trustees continues to express an interest in offering support to local school districts who are seeking bond and parcel tax measures. As such, staff have prepared the attached Resolution No. 22-11 supporting the Jefferson Elementary School District Bond Measure J for the Board's consideration.

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No. 22-11 in support of the Jefferson Elementary School District Bond Measure J.

File Attachments
[Jefferson Bond Resolution.pdf \(108 KB\)](#)

Subject **12.7 AUTHORIZATION TO AUGMENT THE CONTRACT FOR SKYLINE COLLEGE BUILDING 1 EXHAUST FANS REPLACEMENT PROJECT (5 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Type Action

Fiscal Impact Yes

Dollar Amount \$201,382.06

Budgeted Yes

Budget Source Measure H

Recommended Action It is recommended that the Board of Trustees authorize the Chancellor, or his designee, to execute change orders as required to augment the existing contract with JKL Construction Services, Inc. in an amount not to exceed \$201,382.06 to complete the Skyline College Building 1 Exhaust Fan Replacement Project.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor of Administrative Services
Marie Mejia, Interim Director of Capital Projects

AUTHORIZATION TO AUGMENT THE CONTRACT FOR SKYLINE COLLEGE BUILDING 1 EXHAUST FANS REPLACEMENT PROJECT

The Skyline College Building 1 Exhaust Fans Replacement Project (Bid Number 86852) removed seven existing and significantly aged rooftop exhaust fans and replaced them with nine new fans. The project was originally within the scope of the primary Skyline Building 1 Update project but was extracted as a stand-alone, informally bid project following California Uniform Public Construction Cost Accounting Act (CUPCAA) procedures, to accelerate installation to supplement ventilation for COVID-19 response. The Board of Trustees have authorized the Chancellor, or his designee, to award contracts bid pursuant to the CUPCAA informal bidding procedures (Board Report No. 07-5-101B, Resolution No. 07-4).

On July 22, 2021, a Notice of Award was issued to the lowest responsive, responsible bidder, JKL Construction Services, Inc. for the construction of the SKY B1 Exhaust Fans Replacement project in the amount of \$182,290 which included a 10% owner allowance of \$16,572.

Prior to the removal of the existing fans by crane it was difficult to assess the condition of the electrical infrastructure. The removal of the fans revealed the following deficiencies:

- Existing conduit was broken and wiring seized up rendering it unusable. New conduit runs required new penetrations through the concrete roof as well as roofing repair.
- One fan apparently had been rewired in the distant past, changing voltage, but never recorded resulting in the urgent need to remedy and align with breaker capacities for safety.
- Existing fan controllers, electric supply and shut-off switches were inconveniently distributed in various electric closets. The electrical subcontractor, Bass Electric, wisely recommended the consolidation of controllers and proper location of shut-off switches next to the new fans on the roof.

JKL Construction Services, Inc. has submitted cost proposals for this extra work, which have been deemed by the construction manager & Facilities Staff to be reasonable. Addressing the deficiencies noted above depletes the 10% owner allowance and requires a supplement in the amount of \$19,092.06 to complete the work. The proposed final amount of the contract with JKL Construction Services, Inc. therefore, amounts to \$201,382.06, which exceeds the Chancellor's authority under the CUPCAA informal bidding procedures. District staff recommends that the Board grant the Chancellor, or his designee, the authority to execute additional change orders to the JKL Construction Services, Inc. contract for this project.

The project will be funded with Measure H general obligation bonds.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Chancellor, or his designee, to execute change orders as required to augment the existing contract with JKL Construction Services, Inc. in an amount not to exceed \$201,382.06 to complete the Skyline College Building 1 Exhaust Fan Replacement Project.

Subject **12.8 APPROVAL OF PROPOSED UPDATES TO BOARD POLICY 2710 (2.45) REGARDING CONFLICT OF INTEREST (15 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Type Action

Recommended Action It is recommended that the Board of Trustees approve revisions to Board Policy 2710 (2.45) as noted in the attached document.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff

APPROVAL OF PROPOSED UPDATES TO BOARD POLICY 2710 (2.45) REGARDING CONFLICT OF INTEREST

At its meeting on January 26, 2022, staff presented the Board of Trustees with proposed updates to Board Policy 2710 (2.45) regarding conflict of interest and associated Administrative Procedures 2710 and 2712. The Board generally agreed with the proposed edits and asked that two additional items be considered in the policy. The Board further reviewed the draft edits to the policy and administrative procedures and directed staff to further review and refine the documents.

Staff has further consulted with legal counsel on the proposed revisions and presents the attached draft revised policy and administrative procedures for the Board's consideration.

RECOMMENDATION

It is recommended that the Board of Trustees approve revisions to Board Policy 2710 (2.45) as noted in the attached document.

File Attachments

[Board Policy 2_45 - Revisions.pdf \(144 KB\)](#)

[Administrative Procedure 2_45_1 - Revisions.pdf \(154 KB\)](#)

[Administrative Procedure 2_45_2 -Revisions.pdf \(144 KB\)](#)

Subject **12.9 APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN CAÑADA COLLEGE AND SAN FRANCISCO STATE UNIVERSITY AND CALIFORNIA STATE UNIVERSITY, EAST BAY AND SEQUOIA UNION HIGH SCHOOL DISTRICT (20 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Type Action, Discussion

Preferred Date Apr 27, 2022

Absolute Date Apr 27, 2022

Fiscal Impact Yes

Budgeted No

Recommended Action It is recommended that the Board of Trustees approve the presented MOU.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Kim Lopez, Interim President of Cañada College

**APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN
CAÑADA COLLEGE AND SAN FRANCISCO STATE UNIVERSITY AND CALIFORNIA STATE UNIVERSITY, EAST
BAY AND SEQUOIA UNION HIGH SCHOOL DISTRICT**

The purpose of the Memorandum of Understanding (MOU) is to increase the number of Sequoia Union High School District (SUHSD) graduates who matriculate into postsecondary higher education, and specifically to Cañada College, California State University, East Bay (CSUEB) and San Francisco State University (SFSU). The agreement includes increasing the number of SUHSD students participating in early college access programs (8th grade bridge, dual enrollment Living the Promise Posse Program and Middle College), with intentional focus on increasing participation of students from minoritized communities. The agreement includes the establishment of a joint Equity Leadership Academy for K-14 leaders and business partners and also identifies the need to develop a bridge pathway program between the English as a Second Language, Adult Basic Education, and Adult Secondary Education programs at Sequoia Adult School and the Workforce Development Programs at Cañada College. The development of clear and efficient transfer pathways from Cañada College to CSUEB and SFSU is included as well as the establishment of a data sharing agreement. The MOU shall remain in effect for an initial period of five years and includes periodic reviews, evaluation of activities and an annual joint report on the partnership.

RECOMMENDATION

It is recommended that the Board of Trustees approve the above referenced Memorandum of Understanding.

File Attachments

[SUHSD Cañada College Cal State East Bay and SFSU MOU Slide Deck-FINAL.pdf \(1,630 KB\)](#)
[MEMORANDUM OF UNDERSTANDING Cañada College-SFSU-CSUEB-SUHSD Draft.pdf \(198 KB\)](#)

13. INFORMATIONAL REPORTS

Subject 13.1 DISCUSSION OF COAST TO COLLEGE EDUCATION PLAN (20 minutes)

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Type Discussion, Informational

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Dr. Jennifer Taylor-Mendoza, President, College of San Mateo
Dr. Micaela Ochoa, Vice President of Administrative Services, College of San Mateo

DISCUSSION OF COAST TO COLLEGE EDUCATION PLAN

College of San Mateo (CSM) seeks direction from the Board of Trustees to proceed with a lease agreement for a Coastside facility that provides a CSM education center in Half Moon Bay. As part of this board item, the administration will provide background information including an overview of the current status of the Coast to College Education Plan. Exhibit A provides the board report and narrative and Exhibit B provides the slide deck that will be presented at the April 27, 2022 meeting of the Board of Trustees.

File Attachments

[CSM Coast to College Education Plan Overview - FINAL5.pdf \(3,929 KB\)](#)
[FINAL2_BOT_Coastside_PPT_4_27_22.pdf \(4,362 KB\)](#)

Subject 13.2 UPDATE ON SB 893 AND REVIEW OF POTENTIAL IMPLEMENTATION POLICIES FRAMEWORK AND CONSIDERATIONS (20 minutes)

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Type Discussion

TO: Members of the Board

FROM: Michael Claire, Chancellor

PREPARED BY: Dr. Aaron McVean, Vice Chancellor of Educational Services and Planning
Mitchell Bailey, Vice Chancellor/Chief of Staff

UPDATE ON SB 893 AND REVIEW OF POTENTIAL IMPLEMENTATION POLICIES FRAMEWORK AND CONSIDERATIONS

Senator Josh Becker (13th CA Senate District) has introduced Senate Bill 893 ([SB 893](#)), co-authored by Assemblymembers Kevin Mullin and Marc Berman, on behalf of the San Mateo County Community College District (SMCCCD) on January 31, 2022. This report provides an overview of the bill and its contents, and presents some scenarios that the District would be able to consider upon passage of the bill for Board discussion. Staff will give a brief overview and will be available to answer questions.

File Attachments

[SMCCCD_SB893_Overview_PotentialApproaches-FINAL.pdf \(222 KB\)](#)

Subject **13.3 DISCUSSION OF FINANCIAL IMPACT OF POTENTIALLY ELIMINATING STUDENT HEALTH AND PARKING FEES (10 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Type Discussion, Informational

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

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

DISCUSSION OF FINANCIAL IMPACT OF POTENTIALLY ELIMINATING STUDENT HEALTH AND PARKING FEES

At its meeting of March 23, 2022, the Board of Trustees gave staff direction to review various types of student fees and make recommendations to the Board about the elimination or reduction of those fees, where practical, to support the District's Free College Initiative and to broadly support student access and success.

While student health and parking fees provide resources that partially offset the cost of operating health services and parking services, they can create financial barriers for students. This report provides an overview of current fees charged for health services and parking, the historical range of total health and parking fee revenue and related costs, and the financial impact of eliminating health and parking fees.

File Attachments

[Financial Impact of Eliminating Health and Parking Fees.pdf \(203 KB\)](#)

Subject **13.4 DISCUSSION OF BOARD POLICIES AND DIRECTION ON EMPLOYEE HOUSING PROGRAM (20 Minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Type Information

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff

DISCUSSION OF BOARD POLICIES AND DIRECTION ON EMPLOYEE HOUSING PROGRAM

In 2004, the District worked to establish the San Mateo County Colleges Education Housing Corporation, an IRS

designated 501(c)(3) organization affiliated with the District for the purposes of managing the District's employee affordable housing program. The Housing Corporation was formed to create an arms-length relationship from the District and to provide independence from the employee-employer relationship and a tenant-landlord relationship.

The Housing Corporation is governed by a board of directors appointed by the District Board of Trustees. The Board of Directors is comprised of two trustees from the District Board of Trustees, a representative recommended by the District Academic Senate, a representative recommended by CSEA and outside professionals with knowledge and expertise in property management, housing, finance, law, etc. The Housing Board meets quarterly and is responsible for the general management and oversight of the District's employee housing assets and sets policies relating to rents, occupancy, eligibility, and the general use and maintenance of the assets, and provides for the general operation of the employee housing program.

The District's employee housing program assets currently include:

- **College Vista**, located on the College of San Mateo campus, is a two and three-story complex with 44 units. This complex opened in 2005.
- **Cañada Vista**, located at Cañada College, consists of two three-story residential buildings with 60 units. This complex opened in 2011.
- **College Ridge** at Skyline College, which has 30 units, is in the final construction phase and will be opening in late summer 2022.

Residents are eligible to live in the complexes for up to seven years and are charged affordable, below-market rental rates to allow for residents to save money to put toward a down payment for a home or for future housing needs.

At recent Housing Corporation Board of Directors meetings, the Board has asked that consideration and guidance be given by the District's Board of Trustees, including in the following areas:

- Understanding/clarifying the purpose of the employee housing program. After 17 years of operations, and the turnover of District Board of Trustees members and Housing Board of Directors members, views, perspectives, perceptions and understandings as to the program may have evolved and/or shifted. The Housing Board is interested in clarity on the Board of Trustees' view as to the purpose of the employee housing program in the current context.
- Understanding the vision of the District in constructing (or acquiring) additional employee housing complexes. With the addition of College Ridge, the employee housing program will have 134 units of housing to offer to employees. However, there are nearly 250 employees on the waitlist for units.
- Understanding the vision for affordability as it pertains to the setting of rental rates. Current rates are less than 50% of market rate. As the Housing Board works to set and adjust rental rates for units, they are interested in the perspective of the Board of Trustees as to perimeters as to how high or low those rates should be.

It is asked that the Board of Trustees consider and discuss the items referenced above.

As further context, attached to this report is a summary presentation of the Employee Housing Program and the items on which the Housing Board is asking for guidance. Also attached as reference is a recent article from the San Mateo Daily Journal regarding recent rental rate activity.

File Attachments

[Employee Housing Discussion - Board Presentation.pdf \(795 KB\)](#)

[Article from San Mateo Daily Journal.pdf \(171 KB\)](#)

Subject **13.5 DISCUSSION OF PROCESS FOR MODIFYING DISTRICT MASKING REQUIREMENT (15 minutes)**

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Type Discussion

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

DISCUSSION OF PROCESS FOR MODIFYING DISTRICT MASKING REQUIREMENT

Most experts agree that we have transitioned from the pandemic to endemic stage of COVID-19. However, it is clear that we can also expect seasonal surges and new variants. San Mateo County is well-positioned to respond given the county's high vaccination rate, low transmission rate, and the infrastructure that has been built to respond to COVID-19. The San Mateo County Community College District (SMCCCD) is also well-positioned to respond to future COVID-19 surges.

The State of California lifted the general statewide indoor mask mandate on March 1, 2022. The statewide mask mandate for K-12 schools and preschools was lifted on March 11. The County of San Mateo is alignment with statewide mask rules. Although the San Mateo County Community College District (SMCCCD) is not subject to K-12 masking rules, the District has generally followed K-12 practices regarding indoor masking.

The decision regarding masking requirements for K-12 institutions now rests at the local district level. Some San Mateo County K-12 districts have continued to require indoor masking, while other districts have recommended that students, employees, and visitors wear masks while indoors, but have made the decision optional for all.

Currently, all students, employees, and visitors at any facility in SMCCCD are required wear masks while indoors, and the indoor mask mandate is in effect until further notice. Students and employees are to be commended in honoring the mandate, which has been in effect since the beginning of the academic year.

Conditions in San Mateo County have improved greatly and the District has an obligation to reconsider the current mask mandate. Staff is raising this issue to the Board now for possible action at a future Board meeting. Among other things, staff will share the following information to assist the Board in making a decision concerning the mask mandate:

- Current San Mateo County Health Orders regarding indoor masking requirements
- Current San Mateo County Health COVID data
- A survey of current and expected masking requirements for other local community college districts and local CSUs.
- A survey of current and expected masking requirements for local school districts
- A brief review of District COVID mitigation strategies
- A summary of documented on-site COVID transmissions since March 2020.

Also, the administration plans to engage college and District stakeholder groups to gather feedback on lifting the indoor mask mandate

Staff requests Board direction and guidance regarding any other information to assist the Board in making a decision regarding the indoor mask mandate.

Subject 13.6 SUNSHINING OF UPDATED ADMINISTRATIVE PROCEDURES RELATING TO TITLE IX

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Type Informational
 TO: Members of the Board of Trustees
 FROM: Michael Claire, Chancellor

PREPARED BY: Marie Billie, Interim Chief Human Resources Officer
 Mwanaisha Sims, Director of Policy, Training and Compliance, Office of Human Resources

SUNSHINING OF UPDATED ADMINISTRATIVE PROCEDURES RELATING TO TITLE IX

There have been recent changes to federal and state law and rules relating to Title IX. The District has worked with outside legal counsel to revise the District's administrative procedures relating to Title IX to be in compliance with the new legal requirements. Those revisions are included with this report.

There will be no formal presentation at the Board's meeting, but staff will be available should there be any questions from Trustees.

File Attachments
[Administrative Procedure 3434 -Title IX - Revisions.pdf \(224 KB\)](#)

Subject 13.7 REPORT OF PUBLIC INFORMATION REQUESTS FOR MARCH 2022

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Type Informational
 TO: Members of the Board of Trustees
 FROM: Michael Claire, Chancellor

PREPARED BY: Mitchell Bailey, Vice Chancellor/Chief of Staff

REPORT OF PUBLIC INFORMATION REQUESTS FOR MARCH 2022

Attached for the Board's information is a report on public information requests through the Public Records Act (PRA), media requests, and communications from the public for the Board received in the month of March 2022.

File Attachments
[Public Information Report - March 2022.pdf \(163 KB\)](#)

14. COMMUNICATIONS

15. STATEMENTS FROM BOARD MEMBERS

16. RECONVENE TO CLOSED SESSION (if necessary)

Subject 16.1 Reconvened to Closed Session

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 16. RECONVENE TO CLOSED SESSION (if necessary)
Type Procedural

17. RECONVENE TO OPEN SESSION (if necessary)

Subject 17.1 Reconvened to Open Session

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 17. RECONVENE TO OPEN SESSION (if necessary)
Type Procedural

Subject 17.2 Announcement of Reportable Action Taken In Closed Session (if necessary)

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 17. RECONVENE TO OPEN SESSION (if necessary)
Type Procedural

18. ADJOURNMENT

Subject 18.1 Adjourn

Meeting Apr 27, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 18. ADJOURNMENT
Type Procedural