

**Minutes of the Annual Retreat of the Board of Trustees
San Mateo County Community College District
January 30, 2010
Redwood City, CA**

The meeting was called to order at 8:30 a.m.

Board Members Present: President Patricia Miljanich, Vice President-Clerk Dave Mandelkern, Trustees Richard Holober and Karen Schwarz, and Student Trustee Virginia Medrano Rosales

Others Present: Chancellor Ron Galatolo, Executive Vice Chancellor Jim Keller, Skyline College President Victoria Morrow, College of San Mateo President Michael Claire, Cañada College President Thomas Mohr, and District Academic Senate President Patty Dilko

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

President Miljanich announced that mail-in ballots for the San Mateo-Foster City School District's parcel tax initiative are due by February 23 and mail-in ballots for the Burlingame School District's parcel tax initiative are due by March 2. These deadlines came to the Board's attention after the agenda for this meeting was posted. Therefore, if the Board wishes to vote on the resolutions of support prepared by staff, it is necessary to add adoption of the resolutions to the agenda by a majority vote of the Board. It was moved by Vice President Mandelkern and seconded by Trustee Holober to add adoption of the Resolution No. 10-2 and Resolution No. 10-3 to the agenda. All Board members present voted "Aye."

TOUR OF CAÑADA VISTA (10-1-4C)

Barbara Christensen, Director of Community/Government Relations, led a tour of the Cañada Vista faculty and staff housing project. The group returned to the meeting room at 9:20 a.m., at which time they were joined by Trustee Helen Hausman.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None

ADOPTION OF RESOLUTION NO. 10-2, IN SUPPORT OF MEASURE A, THE SAN MATEO-FOSTER CITY SCHOOL DISTRICT PARCEL TAX INITIATIVE (10-1-5B)

It was moved by Vice President Mandelkern and seconded by Trustee Schwarz to approve adoption of Resolution No. 10-2. The motion carried, all members voting "Aye."

ADOPTION OF RESOLUTION NO. 10-3, IN SUPPORT OF MEASURE B, THE BURLINGAME SCHOOL DISTRICT PARCEL TAX INITIATIVE (10-1-6B)

It was moved by Trustee Holober and seconded by Vice President Mandelkern to approve adoption of Resolution No. 10-3. The motion carried, all members voting "Aye."

INFORMATION REPORTS

REVIEW OF 2009 BOARD GOALS AND DISCUSSION OF 2010 GOALS (10-1-5C)

Chancellor Galatolo and Ms. Christensen reviewed the progress on the 2009 Board goals.

The Board and staff reviewed the proposed goals for 2010-11. These will be brought back to the Board in May for adoption.

Trustee Holober requested an update on the Lehman Brothers lawsuit in a closed session.

Trustee Schwarz asked that Board members be invited to meetings which administrators plan with legislators to discuss bills of interest to the District.

BUDGET STRATEGIES RELATIVE TO GOVERNOR'S JANUARY INITIAL BUDGET PROPOSAL (10-1-6C)

Chief Financial Officer Kathy Blackwood distributed an enrollment analysis and discussed the fact that, although the District's goal was to reduce FTES by 1.4%, FTES actually grew 6.2%. The District currently has 1,400 unfunded FTES. Vice President Mandelkern suggested that the Board adopt two resolutions, one addressing unfunded FTES and another discussing curriculum reductions in Physical Education classes.

The Board decided to send a message to faculty and staff thanking them for accommodating as many students as possible in their classes, despite the added workload. Trustee Holober suggested that the Board also remind staff that the District to date has chosen not to reduce salary and benefits. The District also has not sent any March 15 letters regarding possible layoffs.

President Dilko said faculty are being asked to improve student outcomes, improve teaching methodologies and add more students to their classes.

CFO Blackwood described budget assumptions for 2010-11. She said it is too early to finalize the assumptions.

CFO Blackwood also discussed how the District's basic aid status has been impacted by Partnership for Excellence funds which have been rolled into the base revenue. She said that for the past five or six years, the District deducted Partnership for Excellence funds from its revenue limit before calculating the basic aid status of the District. County Counsel's office has ruled that, since SB 361 was passed, the District should not deduct Partnership for Excellence funds from the base when calculating basic aid status. This puts the District \$4 million further away from basic aid status. CFO Blackwood had projected that for 2009-10, the District would be basic aid, entitling it to \$93 million in property taxes instead of \$38 million as a revenue limit district.

Trustee Holober said he believes the Board needs to discuss "breadth vs. depth" of academic programs offered by the Colleges. He asked whether the presidents, when planning cuts, are concentrating on reducing or eliminating weak programs while preserving or enhancing "strong, magnet programs." He also said he believes that in some cases, the weak programs are being consolidated with stronger ones, glossing over a problem area. Trustee Holober also said the Board needs to look at programs that once appeared on a "potential reductions" list but weren't reduced or eliminated.

President Dilko asked what the Board's proper role is in planning curriculum. She said trustees should be responsible for the overall fiscal health of the District and should not extend to review of academic programs. Board members discussed this issue and concluded that the Board's role is to assure that access to classes is preserved for as many students as possible. Trustee Holober, speaking for himself, said he believes that, as a governing board, the Board's role does include review of academic programs, giving due deference to the shared governance process.

After discussion, Board members agreed to discuss the following programs:

- Journalism/Broadcast Arts potential consolidation
- Child Development Center at Skyline
- Proposed summer school cuts at Skyline
- Coastside Center
- KCSM

- Team sports
- Programs recommended for elimination at the Colleges but not approved by the Curriculum Committees
- Drugs & Alcohol program
- Consolidation of non-curricular activities (financial aid, library, admissions & records, reprographics)

Trustee Holober said he believes that in eliminating unfunded FTES, the Colleges should strive to eliminate under-enrolled classes and programs. Vice President Mandelkern said the Board also needs to discuss non-curricular program consolidations.

Summer School: President Morrow said Skyline's decision to cut 50% of summer session is because 40% of summer school students were not "regular Skyline students." If these courses are not cut, fall and spring classes need to be cut. Fifty percent (50%) of summer school equals about 175 class sections. President Claire said that because City College is eliminating summer session and Skyline is cutting back, College of San Mateo decided not to cut much out of summer. In response to a question from Vice President Mandelkern, President Morrow said that if the Child Development Center were closed and all funds put into summer school, the cut to summer school would be 30% instead of 50%.

Child Development Center: President Morrow explained that the Child Development Center is used as a lab for the Early Childhood Education program which requires a subsidy of approximately \$230,000 from the general fund each year. Vice President Mandelkern asked whether Redevelopment Agency funds could be used for the Child Development Center. Staff will investigate and report back to the Board. The Board and staff extensively discussed the costs, revenue and needs of the Early Childhood Education program and the Child Development Center. President Morrow described a number of reports on FTES, productivity and efficiency. President Claire said that the College of San Mateo Center requires an annual subsidy of more than \$180,000.

President Claire distributed a packet on College of San Mateo's budget reduction strategies.

Athletics: Chancellor Galatolo distributed a report from the College Athletic Directors regarding student athletes' success. Vice President Mandelkern said he believes the Board should discuss reductions in athletics just as it is evaluating reductions in all other programs. Chancellor Galatolo said the State is also working to reduce travel time and costs for athletics by planning more regional tournaments and games.

Coastside Center: The Board and staff extensively discussed the Coastside program. President Claire said that most of the classes could be offered at Half Moon Bay High School and other venues on the Coastside and he has discussed this with the superintendent of the Cabrillo High School District.

The bond funds the lease at \$11,500 per month or \$138,000 annually. Other costs are about \$250,000 annually. The cost per FTES is about \$10,000. President Miljanich asked President Claire if the College could serve Coastside residents without the Coastside Center. President Claire said College of San Mateo could definitely meet the educational needs of Coastside residents without the Center; the College will need to find alternative classroom locations and communicate effectively with Coastside residents about services.

All Board members said they believe the College needs to maintain a presence on the Coastside. President Claire said he will develop several options for the Coastside to be presented to the Board at a subsequent meeting.

KCSM: Chancellor Galatolo asked for guidance from the Board on whether the "no subsidy for KCSM" position of the Board is for both FM and TV. If TV is cut, the subsidy required for FM will likely go up

because all fixed costs would be assigned to the FM station alone. Trustee Holober said he believes the Board needs to fully discuss the FM station before any decision is made about its fate. Trustee Schwarz agreed.

The Board agreed to hold a study session on February 10 to follow up on all unanswered questions, including:

- Plan to meet Coastside educational needs
- Consolidation/elimination of non-curricular programs – counseling, financial aid, Admissions and Records
- Team sports/athletics
- Potential cost offsets for the Child Care Center
- Summer school at Skyline
- KCSM FM subsidy; can we reduce FM costs and what subsidy would be required
- Journalism – can student paper be funded by student fees

SURVEY RESULTS REGARDING THE PARCEL TAX, GENERAL OBLIGATION BOND AND MAINTENANCE ASSESSMENT DISTRICT (1-1-7C)

Bryan Godbe of Godbe Research distributed a “Topline” report on recent polling of County voters. He indicated that there is strong community support for a parcel tax and a bond. The Board and staff extensively discussed both matters and most were in agreement to continue discussion about a potential parcel tax on February 10.

RECESS TO CLOSED SESSION

President Miljanich announced that during Closed Session, the Board will hold a conference with Agency Negotiator Harry Joel; the employee organizations are AFT and CSEA.

The Board recessed to Closed Session at 3:10 p.m.

The Board reconvened to Open Session at 4:28 p.m.

ADJOURNMENT

The meeting was adjourned by consensus at 4:30 p.m.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the February 10, 2010 meeting.

Dave Mandelkern
Vice President-Clerk