

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
November 11, 2015, San Mateo, CA**

The meeting was called to order at 6:10 p.m.

Board Members Present: President Patricia Miljanich, Vice President Dave Mandelkern, Trustees Richard Hober, Thomas Mohr and Karen Schwarz, Student Trustee Rupinder Bajwa

Others Present: Chancellor Ron Galatolo, Executive Vice Chancellor Kathy Blackwood, Skyline College Vice President of Administrative Services Eloisa Briones, College of San Mateo President Michael Claire, District Academic Senate President Diana Bennett

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Trustee Hober and seconded by Trustee Schwarz to approve the minutes of the meeting of October 28, 2015. The motion carried, all members voting Aye.

STATEMENTS FROM EXECUTIVES

Chancellor Galatolo said this will be President Miljanich's last meeting as a Board member. He thanked President Miljanich for the impact she has had on students, faculty and staff. He said her leadership as a Trustee and as Board President several times has been immeasurable. He said that during President Miljanich's tenure, the District has made more than \$1 billion in improvements to the Colleges and has gone through fiscal crises and come out even stronger. Chancellor Galatolo said the District is a better institution as a result of President Miljanich being a Trustee. He said she cares deeply about the students of the District as well as the youth she supports through her work at CASA. He said he is honored to know President Miljanich professionally and personally. He said she will be sorely missed by himself, the executive team, faculty, staff and students.

Skyline College Vice President Briones said President Stanback Stroud recently returned from a trip to China with Dr. Jing Luan. She said they were successful in reaching out to various schools and organizations to establish relationships and possible partnerships. She said Skyline College international students recently participated in a tour of UC Berkeley. Vice President Briones said four teams of Skyline College students made well-received presentations at the Strengthening Student Success Conference in Oakland. Vice President Briones said upcoming events include the Integrating Global Trade and Logistics and Cybersecurity Conference at the Westin St. Francis, the Skyline College and Base 11: Science in Action Presentation, and the EPICenter Grand Opening Ceremony.

College of San Mateo President Claire thanked President Miljanich for her leadership, which he has experienced from the perspective of a faculty member, mid-level manager and College President. He said President Miljanich has always put students first. President Claire said College of San Mateo has entered into a partnership with Hillsdale, Half Moon Bay and Carlmont High Schools to pilot the First Year Success Program. The pilot will serve approximately 200 students and the College expects to eventually serve all of the approximately 2,000 incoming freshmen who enroll at the College each year. President Claire said several music concerts will be held in early December and he invited Board members to attend. President Claire noted the photo of student Mimi Uhlirova in his written report. Ms. Uhlirova is a member of the women's cross country team and recently completed the Crystal Springs course in less than 20 minutes.

Executive Vice Chancellor Blackwood said it has been a pleasure to work with President Miljanich. She said she appreciates President Miljanich's leadership and support.

District Academic Senate President Bennett thanked President Miljanich for her leadership and particularly for always putting students first. She said if she were completing an evaluation, President Miljanich would "exceed standards" in all areas.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Monica Malamud, Professor at Cañada College, said she was representing the Executive Committee of AFT Local 1493. She said the Executive Committee has expressed concerns about the evaluation procedures for administrators and academic supervisors that are being piloted. She said the procedure states that “The Peer/Supervised Employee Feedback will include individuals, selected by the Evaluator, to provide feedback. . . The evaluatee is encouraged to suggest to the Evaluator individuals to provide feedback.” Ms. Malamud said the Executive Committee believes that, in order to have a truly comprehensive evaluation, all employees who are supervised should be invited to participate. She said this mirrors faculty evaluations in which all students in a class are asked to complete a survey on the instructor as part of the evaluation. Ms. Malamud said the Executive Committee also expressed concern about the statement that “In no case shall the Evaluator consider an anonymous response.” She said they believe that anonymity is necessary in order to have candid evaluations. She said this also mirrors faculty evaluations by students. Ms. Malamud urged that these changes be made to the procedure before being used beyond the pilot period. Eugene Whitlock, Vice Chancellor of Human Resources and General Counsel, said evaluators are not always in a position to know with whom the evaluatee works closely; therefore, the evaluator will seek feedback from persons who are knowledgeable about the evaluatee’s work. He said confidentiality is respected and the evaluatee will never know what any person said; however, that the evaluator needs to know who is providing feedback in order to understand the context when sharing with the person being evaluated.

NEW BUSINESS

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (15-11-1A)

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

HEARING OF THE PUBLIC ON AMERICAN FEDERATION OF TEACHERS, LOCAL 1493 INITIAL CONTRACT PROPOSAL TO THE DISTRICT (15-11-2A)

It was moved by Vice President Mandelkern and seconded by Trustee Schwarz to hold the public hearing. The motion carried, all members voting Aye. President Miljanich declared the public hearing open. She asked if there were comments or questions. Hearing none, she declared the public hearing closed.

HEARING OF THE PUBLIC ON CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 33 INITIAL CONTRACT PROPOSAL TO THE DISTRICT (15-11-3A)

It was moved by Trustee Holober and seconded by Trustee Schwarz to hold the public hearing. The motion carried, all members voting Aye. President Miljanich declared the public hearing open. She asked if there were comments or questions. Hearing none, she declared the public hearing closed.

ADOPTION OF RESOLUTION NOS. 15-29, 15-30, 15-31 AND 15-32 FIXING THE EMPLOYER CONTRIBUTION UNDER SECTION 22895 OF THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT (15-11-4A)

It was moved by Trustee Schwarz and seconded by Vice President Mandelkern to adopt the resolutions. Juanita Celaya, 2nd Vice President of CSEA Chapter 33, said she was speaking on behalf of Annette Perot, Chapter 33 President; Charles Jones, 1st Vice President; Chris Weidman, 2nd Vice President at Skyline College; and Sarah Wilson, Labor Relations Representative. Ms. Celaya said CSEA was not provided advance notice of the intent to bring the resolutions for consideration at this meeting and urges the Board to table a vote on the resolutions. She said CSEA is still determining whether the resolutions may violate bargained benefits for current and future retirees. She said CSEA’s position is that the administration is misinterpreting the contract with CSEA. She said the subject of retirees’ medical benefits is considered a mandatory subject to be bargained under the Educational Employment Relations Act and, as such, any changes to what the District is currently doing must be bargained with CSEA. She said CSEA recently filed an unfair labor practice charge with the Public Employee Relations Board for the action taken by the Board on June 10, 2015. Ms. Celaya said all of the ramifications of the resolutions need to be discussed at the bargaining table before coming to the Board for a vote.

Ms. Wilson said the CSEA leadership has a meeting scheduled for tomorrow with Vice Chancellor Whitlock and Interim Director of Human Resources David Feune to discuss the Labor Board charge. She said the District has a history of

bringing matters that are subject to mandatory bargaining to the bargaining table. She said this appears to have changed with the resolutions adopted by the Board in June and with the request to adopt the resolutions brought to this meeting.

Vice Chancellor Whitlock said some groups of retirees are entitled to be paid an amount equivalent to the lowest cost available plan offered by the District. He said these resolutions do not change any benefits, but simply inform CalPERS about which lowest cost plan is available to these groups. He said CalPERS will require this information on an annual basis. He said the resolutions must be adopted at this meeting in order to meet the deadline for a January 1st effective date.

The Board discussed the resolutions. Board members stressed the importance of dialog and communication. However, because the resolutions must be considered at this meeting to meet the January 1st effective date and because their purpose is simply to inform CalPERS about the lowest cost plan available to the groups, the Board agreed to vote on the adoption of the resolutions. Vice President Mandelkern asked CSEA representatives to let the Board know if they believe there is a need to take action after the meeting with Vice Chancellor Whitlock and Mr. Feune. He said the Board could call an emergency meeting if necessary. After this discussion, the motion to adopt the resolutions carried, all members voting Aye.

Other Recommendations

ADOPTION OF DISTRICT ACADEMIC CALENDAR FOR 2017-2018 (15-11-1B)

It was moved by Trustee Mohr and seconded by Trustee Schwarz to adopt the calendar as detailed in the report. District Academic Senate President Bennett requested that in the future the calendar be shared with the Academic Senate prior to placing it on the Board meeting agenda. The motion carried, all members voting Aye.

RATIFICATION OF PURCHASES AND AUTHORIZATION OF THE FURTHER USE OF WESTERN STATE CONTRACTING ALLIANCE CONTRACTS FOR THE PURCHASE OF COMPUTER AND NETWORK EQUIPMENT (15-11-100B)

It was moved by Trustee Schwarz and seconded by Trustee Mohr to approve the ratification and authorization as detailed in the report. The motion carried, all members voting Aye.

ACCEPTANCE OF THE U.S. DEPARTMENT OF EDUCATION'S TRIO STUDENT SUPPORT SERVICES (SSS) FUNDING FOR SKYLINE COLLEGE FOR SEPTEMBER 2015 – AUGUST 2020 (15-11-101B)

It was moved by Vice President Mandelkern and seconded by Trustee Holober to accept the funding as detailed in the report. The motion carried, all members voting Aye.

INFORMATION REPORTS

DISCUSSION OF BOARD SELF-EVALUATION (15-11-1C)

The Board agreed to focus the discussion on areas in which any Board member selected "Disagree" or "Strongly Disagree" with the statements listed on the self-evaluation instrument. The statements and Board comments included:

- "The Board sets priorities in the implementation of mission, goals and policy"
 - The recently adopted Strategic Plan provides a delineated set of priorities that should be referenced when examining and approving major expenditures.
 - The Strategic Plan provides a new way of establishing and measuring results.
- "The Board regularly reviews accountability measures and standards for the District"
 - Priorities must be measured and have benchmarks. Progress should be reported to the Board in a regular, systematic way in order to ensure accountability.
 - The Board has received information on student outcomes in the past, but perhaps not in the systematic way that the Strategic Plan will help provide.
 - The self-evaluation is a review of what the Board has done in the past year, before the Strategic Plan was adopted; the Board's performance was at least adequate within the framework that was in place.
- "To assist in planning, the Board has made adequate provision for Districtwide information systems and research"
 - There may be gaps in this area; further study is needed.

- “The Board is given sufficient opportunity to review and comment on the District budget plan, prior to adoption of the budget in September”
 - Staff do a good job in providing a review of the budget, but more time would be needed if a Board member wished to conduct a more in-depth review.
 - Board members differ in how much detail they prefer to study; individual Board members can ask questions and seek more detailed information.
 - The budget process is transparent and informative.
 - Some Board members attended budget meetings on the campuses during the budget crisis; it could be informative to continue to do so.
 - The Board should consider what might not be done as a result of approving a new expenditure.
- “The Board is provided with materials sufficiently in advance of the official meeting to allow time for study”
 - There has been significant improvement in this area, with fewer items that do not include a report or materials to review prior to meetings.
- “The Board actively participates in organizations and programs affecting community colleges”
 - The Board could be more engaged in activities of community college organizations.
 - Some Board members have regularly attended meetings and events.
 - It would be helpful for the Board to be informed if there are community college organizations other than the Community College League of California and the Association of Community College Trustees.

President Miljanich said she has received suggestions regarding changing the format of the self-evaluation and about conducting a 360 Evaluation. Trustee Mohr said he believes it would be helpful to reach out to individuals who regularly attend Board meetings and ask five or six questions about how they believe the Board is doing in relation to governance matters. He said this could be done every two to three years.

COMMUNICATIONS

None

STATEMENTS FROM BOARD MEMBERS

Student Trustee Bajwa congratulated President Miljanich. He thanked her for her leadership and support and expressed gratitude on behalf of the students on each of the campuses.

Trustee Mohr said President Miljanich has been an extraordinary leader. He said she cares deeply about students, whether they be kindergarten or college students. He said she is relentless in her pursuit to provide opportunities to students. Trustee Mohr congratulated Trustees Mandelkern and Schwarz, as well as Trustee-Elect Maurice Goodman, on their election/reelection. He congratulated Executive Vice Chancellor Blackwood on receiving the Walter Star Robie Award; he said she has been recognized as the best of the best by her peer professionals. Trustee Mohr noted that this is Veterans Day; he thanked veterans for their service and commended the Colleges on their outreach to veterans.

Trustee Holober congratulated Trustees Schwarz and Mandelkern on their reelection and Trustee-Elect Goodman on his success in being elected. He also congratulated Executive Vice Chancellor Blackwood and said it is particularly significant when individuals are recognized by their peers. Trustee Holober said it is difficult to imagine President Miljanich not being present at Board meetings. He said the election of President Miljanich and Trustee Schwarz marked a turning point for the District and led to monumental changes. Trustee Holober said President Miljanich recognized the importance of selecting the right individuals to run the District, including the Chancellor, executives and College Presidents. He said she has been forceful and wise in making these selections. Trustee Holober said President Miljanich has shown strength and leadership in fighting for the District. He said she continued to advocate for bond measures even after the first measure failed. Trustee Holober said President Miljanich is committed to students, their families and the community. He said she is particularly committed to students facing the most daunting challenges and to making it possible for them to achieve success.

Trustee Schwarz said she first met President Miljanich when they were running for two open seats on the Board. She said theirs has been a great relationship and she is proud to call her a friend. She said she respects the way President Miljanich leads her life, giving so much to CASA and to her family and yet finding time to be a devoted trustee for 20 years. Trustee Schwarz said she appreciates Trustee Holober mentioning the bond measures. She said President Miljanich first

raised the idea of a bond measure in lieu of the District selling land. A dialog followed and led to the District's first bond measure. Although the measure was not successful, it allowed the District to gain experience and move forward with successful measures. Trustee Schwarz said President Miljanich believes in providing the best quality education to students who come to the District. She said her name will live on forever within the District.

Vice President Mandelkern said he appreciates the efforts of faculty and staff on behalf of veterans. He said he is proud that there are Veterans Resource Centers on each campus. Vice President Mandelkern congratulated Executive Vice Chancellor Blackwood on her award. He said she is a fabulous Chief Business Officer and Executive Vice Chancellor and the District is lucky to have her. Vice President Mandelkern thanked the Associated Students of College of San Mateo for hosting a candidates' forum prior to the election. He said it was well planned and well attended. Vice President Mandelkern said he had an opportunity to appear on Peninsula TV on election night, along with candidate Alan Talansky. He said this provided an opportunity to talk about some of the things the District has accomplished. Vice President Mandelkern said he and Trustee Mohr attended the Connect 2015 Conference hosted by County Supervisor Warren Slocum and Assemblyman Kevin Mullin. He said the conference addressed ways in which technology is used, including the use of data analytics. He said he hopes to discuss this issue further in the future. Vice President Mandelkern said he visited Design Tech High School which is a charter school authorized by the San Mateo Union High School District. He said the school is an active participant in Skyline College's concurrent enrollment program.

Vice President Mandelkern congratulated Trustee Schwarz on her reelection and said the Board will welcome Trustee-Elect Goodman in December. He said he met President Miljanich and Trustee Schwarz 20 years ago when they were running for seats on the Board and was very impressed with both of them. He said that eight years later he also won a seat on the Board and it has been an incredible experience to work with President Miljanich. He said that, after two bond measures and a third currently underway, students now attend college in first class facilities to match their first class education. Vice President Mandelkern said President Miljanich's enthusiasm and passion for students carries over to her work with foster youth. He said she is an outstanding and wonderful human being and her name will live on in the annals of the District. Vice President Mandelkern presented President Miljanich with a resolution of honor for her service to the District, along with an award for serving as Board President during the past year.

President Miljanich said she has many people to thank and will do so individually. She thanked Chancellor Galatolo for always supporting her as a trustee. She also thanked the College Presidents and said it has been enjoyable to play a part in hiring them. She said she has received far more from the District than she has given. She said that when she first became a trustee, she did not realize how complicated, important and complex the operations were on the campuses and at the District. President Miljanich said the idea of a bond measure came out of a session on selling property. She said someone at the session suggested a bond measure and her colleagues allowed her to ask questions and get information that eventually led to getting funding from the community. She said she appreciates the congeniality of her colleagues who are open to others' ideas. President Miljanich said she will continue to be a champion of quality, affordable community college education. She said she has admiration and respect for all who come in every day and work to support students. She said she knows all of her colleagues on the Board are committed to student success and are doing the best they can for students in the community.

RECESS TO CLOSED SESSION

A closed session was not held.

ADJOURNMENT

The meeting was adjourned by consensus at 7:35 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the December 9, 2015 meeting.

Dave Mandelkern, Vice President-Clerk