

**Minutes of the Study Session of the Board of Trustees
San Mateo County Community College District
January 9, 2008
San Mateo, CA**

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

Board Members Present: President Holober, Vice President-Clerk Schwarz, Trustees Hausman, Mandelkern and Miljanich, and Student Trustee Young

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

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES (08-1-1)

It was moved by Vice President Schwarz and seconded by Trustee Miljanich to approve the minutes of the Regular Meeting of the Board of December 12, 2007. The motion carried, all members voting "Aye."

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Chancellor Galatolo distributed copies of the District publication titled "FIND YOUR FUTURE HERE." This guide is designed to advise potential students of more than 150 career opportunities, salary ranges and level of demand for jobs in San Mateo County and the surrounding region. The guide will be mailed to approximately 11,000 residents who are 18-30 years of age and have not yet received a college degree. Chancellor Galatolo commended all who were involved in the production of this very powerful and user-friendly document.

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (08-1-1A)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the actions in Board Report No. 08-1-1A. The motion carried, all members voting "Aye."

APPROVAL OF REVISION TO MISCELLANEOUS PAY RATES SALARY SCHEDULE (08-1-2A)

It was moved by Vice President Schwarz and seconded by Trustee Hausman to approve the revision as presented in the report. The motion carried, all members voting "Aye."

INFORMATION REPORTS

Study Session

SKYLINE COLLEGE CIP2 DESIGN-BUILD PROJECT REPORT (08-1-1C)

Rick Bennett, Executive Director, Construction Planning, provided a brief overview of the history of the design-build project, as described in the report. Skyline College President Vicki Morrow then presented a report on the proposal from Hensel Phelps Construction Company.

President's Morrow's visual "fly-through" showed what the campus would look like with the proposed changes and additions. President Morrow then described the components of the proposal in detail.

The proposal includes additional parking, to be located where Pacific Heights is currently situated. The loop road going around the campus will be reshaped to go around the new parking.

The first new building, Building 4N, will house the Multicultural Center, Administration, Cosmetology and Wellness. Since the building is set on a slope, excavation will be required. On either side of the building will be walkways for foot traffic, leading into the Library Square. Cosmetology and the Multicultural Center will be on the Floor 2, or the main level, of the building. The Wellness Center will be on the first, or lower, level and will provide areas for fitness training, yoga, Pilates and spinning, along with the sports medicine area and classrooms. From the parking lot, there is a ramp leading down to this level. The third level houses Administration along with faculty offices and resources for Cosmetology, and has external access via a large staircase. President Morrow provided views of Building 4N and the walkways from several different directions.

The second new building, Building 11N, will house the Automotive program. It includes ten service bays, a transmission storage area, general storage area, bench lab and classroom. It is designed to have high windows covered with a translucent material. It is a square building and some concern has been raised about circulation; this will be considered in the redesign process.

President Morrow next discussed the sitework (gateway entries, quads, landscaping) included in the proposal. The design attempts to solve the disabled access problem by connecting the two levels of the campus with a sloping path along the theatre. The design of the central quad includes amphitheater seats which are also stairs; this is already a very popular gathering place for students and the design supports this use. There is a beautiful water feature, but it is very expensive and may not be included in the redesign. New plantings are also included. In the second quad, it is recommended that the two proposed round seating areas surrounded by ivy be removed to visually open up the space; more seating areas would be located in this location.

At the Skyline Blvd. Loop Road entrance, the proposal includes different plantings, two pillars to mark the entrance, and a low wall naming the College.

President Morrow said several methods have been utilized to solicit College feedback on the proposal. There was an open forum on December 14, with Hensel Phelps present. On the following Monday, posters showing design graphics were placed in the Student Center. Feedback forms and a drop box for completed forms are provided and will remain in place until February 1. Responses to date on the two new buildings and the landscaping have been generally positive. There were expressions of concern about the loss of view from the library study area and the proximity of parking to Cosmetology. One-half of the 26 responses were from students. There will be an additional open forum during the second week of spring semester classes, during which further input will be solicited and the gap between the budget and scope will be addressed.

President Morrow said that in order to address the gap between the scope and the cost, a process similar to that used near the end of the proposal process will be implemented. Working with Hensel Phelps, a series of scenarios are being developed that will suggest various options and tradeoffs. Some examples are relocation of buildings off of slopes; reductions in square footage of the two new buildings; repurposing of existing college space for some functions, e.g., part of the second floor of the Student Center; and simplification of landscape and hardscape. The different scenarios will be published ahead of time to allow people to define priorities. At the end of next week a College-wide message will be published and will include an updated briefing document summarizing the history and describing what the project includes, the timeline, and the various scenarios developed to close the gap. The message will be published in *Skyline Shines*. The date of the open forum and a reminder that web-based input is still being accepted will be included.

Linda da Silva, Executive Director, Construction Planning & Facilities Transition, said the proposal submitted by Hensel Phelps is very complex, with no fewer than 41 line items with a price attached to each. The District is currently working on evaluation for responsiveness of the eight stated criteria.

Trustee Mandelkern expressed concern about the large number of stairs. Recognizing that the design is ADA compliant, he said it still might be difficult for disabled students and asked if it could be smoothed out instead of having so many stairs. President Morrow said the area is too steep to do so. She added that the existing stairs are a high traffic area and the stairs are also a natural place for people to sit down.

President Holober asked if the contractor is aware of the figure the District needs to have as a final cost. Executive Director da Silva said they do know what the target is as it was stated in the RFP. The cost of the Hensel Phelps proposal is considerably higher than the target, and work with the contractor and the architect to close the gap will continue. A request to approve a contract award for the Skyline CIP2 design-build project will come to the Board in February 2008.

AGENDA FOR ANNUAL BOARD RETREAT (08-1-2C)

Chancellor Galatolo distributed a proposed agenda for the annual Board retreat, to be held on February 9, 2008 from 9:00 a.m. to 3:30 p.m. at the College Vista Clubhouse. Chancellor Galatolo briefly described the items on the proposed agenda, a copy of which is attached to the official minutes of record.

Trustee Mandelkern suggested the addition of the following three items:

1. Follow-up on common course numbering and articulation. Chancellor Galatolo said this will be a topic at an upcoming study session.
2. Progress on concurrent enrollment. Chancellor Galatolo said this is on the agenda for the January 23 Board meeting as an information report. It was agreed that if further discussion is needed after that meeting, it may be added to the retreat agenda.
3. Status of the relationship between the District and AFT and trust building between the parties. After discussion, it was agreed that it is appropriate to discuss this item in a closed session. If further discussion is needed, the Board will then consider placing the item on the retreat agenda.

President Holober suggested adding discussion of the State budget and its impact for next year. Vice President Schwarz agreed, saying this discussion could help determine some of the Board goals for next year. After further discussion, it was agreed that the budget discussion will replace "Accreditation Reports" and "Facilities Update" on the proposed agenda. The discussion of the budget will be placed third on the agenda, after "Student Feedback" and "Study Session Agendas."

ADJOURNMENT

President Holober announced that there is no closed session scheduled for tonight. It was moved by Trustee Miljanich and seconded by Trustee Hausman to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 7:16 p.m.

The next meeting of the Board will be a Regular Meeting at 6:00 p.m. on January 23, 2008 in the District Board Room.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the January 23, 2008 meeting.

Karen Schwarz
Vice President-Clerk