

**Minutes of the Regular Meeting of the Board of Trustees  
San Mateo County Community College District  
January 23, 2008  
San Mateo, CA**

**The meeting was called to order at 6:06 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**

It was moved by Trustee Mandelkern and seconded by Trustee Miljanich to approve the minutes of the Study Session of the Board of January 9, 2008. The motion carried, all members voting "Aye."

**PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS**

**Report on Sustainable San Mateo County (08-1-3C)**

The report was presented by Tina King, Education and Outreach Director of Sustainable San Mateo County, a non-profit organization dedicated to the health of the County economy, environment and society. It was started in 1992 by Marcia Pagels who convened a group of community volunteers whose mission is to educate decision makers and the public throughout the County on the importance of sustainability. Sustainability is defined as meeting the needs of today without compromising the ability of future generations to meet their own needs. Sustainable planning integrates the objectives of economic vitality, social well-being and environmental health. It seeks equilibrium between short-term economic and social benefits and longer-term environmental needs. Sustainable San Mateo County produces the annual "Indicators for a Sustainable San Mateo County" report; a copy of the April 2007 edition was distributed to the Board. It is a fact-based report about local trends over time. It uses approximately 30 indicators which represent the foundation for a sustainable community, ranging from air quality and energy use to education and affordable housing.

At the ninth annual Sustainable San Mateo County Awards event on March 13, 2008, the District will be honored with a special tribute for outstanding commitment to the 3 E's of sustainability: a vibrant Economy, social Equity and a healthy Environment. Ms. King noted that the District enhances the economic vitality in the region by offering career programs and job opportunities. The District contributes to social equity by offering a top-quality education to all members of the community. The District is helping to improve the environmental integrity of the community by being committed to LEEDS certification in new projects and undertaking energy efficiency projects.

**Concurrent Enrollment Update (08-1-4C)**

Vice Chancellor Jing Luan provided printed copies of tonight's presentation to the Board; a copy is attached. Vice Chancellor Luan reviewed the goals and objectives of concurrent enrollment and provided data as shown on the charts in the report. Professor Patty Dilko presented the portion of the report providing an update on the Memorandum (MOU) negotiated in June 2007. Vice President of Instruction Susan Estes and Professor Jeremy Ball presented the portion of the report on concurrent enrollment at College of San Mateo; President Morrow on concurrent enrollment at Skyline College; and Vice president of Instruction Marilyn McBride on concurrent enrollment at Cañada College.

Vice President Schwarz asked if Skyline has considered offering a Middle College High School. President Morrow said Skyline would like to offer the program and is trying to find a way to make it work. At the time the State offered funding to assist in the development of Middle Colleges, Skyline chose not to participate. Vice President Schwarz asked if there is a model for the expansion of Middle College at Cañada and if increasing the number of students could “water down” the program. Vice President McBride said there is not a model but the intent is to keep the program rigorous. Sequoia High School requested that more students participate and they will be sending more teachers to teach the high school courses that the students need to complete. Vice President Schwarz asked if a higher percentage of students are attending District Colleges as a result of the Cañada @ Carlmont program. Vice President McBride said most of the students participating in this program go directly to four year colleges.

Trustee Hausman asked what criteria are used to select classes to be taught at the high schools. Vice President McBride said discussions are held with the discipline faculties at the schools to determine which courses would supplement the existing curriculum and would also be of interest to students.

Trustee Miljanich said that while it is clear that students, particularly male, underprepared and underrepresented students, benefit from concurrent enrollment and that placement tests show students come to the Colleges underprepared, she is concerned that no time frame has been presented indicating when more courses might be offered and that no sense of urgency was conveyed in the presentation. President Morrow said it is the Colleges’ job to communicate eagerness to partners at the other institutions, who don’t always share a sense of urgency. President Mohr agreed, saying more communication is needed with students’ families as well as with high school administrators and teachers.

Trustee Miljanich expressed concern about the fourth recommendation listed in the presentation: “that the ‘concurrent enrollment’ model proposed in the June 2007 MOU be set aside to allow more comprehensive conversations to flourish.” She said she recognizes that program development is challenging, but given the success of concurrent enrollment as shown by the data, and given the Board’s support for the program, she questions why there is a recommendation to put it aside. Professor Dilko said only the MOU model, in which high school teachers teach college classes at the high schools, is problematic. She said that there is difficulty with this model at both the Colleges and the high schools. Faculty are excited about other concurrent enrollment models, such as middle college, summer programs and learning communities. Trustee Miljanich said the MOU model seems to be the most expedient way to bring concurrent enrollment to the schools; Professor Dilko responded that if faculty at the Colleges and high schools are unwilling to have conversations, the expediency is lost. Professor Ball added that this issue was causing problems and the recommendation was proposed so that other forms of concurrent enrollment could move forward and achieve success. Vice President McBride said this model is successful in some cases and unsatisfactory in others. There must be continuing dialogue about how classes are offered at the high schools without sacrificing rigor. President Mohr noted that many high school faculty have as much training as do College faculty. He believes that if high school teachers are carefully selected, and there is dialogue among College and high school faculty about what is expected, the model will work.

Trustee Mandelkern said the presentation provided an excellent review and that the District white paper, “Enhancing ‘High School-to-College’ Success,” was also excellent. He said there is fragmentation in the Colleges’ concurrent enrollment programs and not a lot of progress has been made in unifying offerings across the District to all high schools in the service area. While the MOU model is only one facet of the concurrent enrollment program, Trustee Mandelkern believes that putting it aside is a mistake because it is a model that might work. He said there seemed to be a broader objection by faculty to concurrent enrollment. Trustee Mandelkern said the benefits of concurrent enrollment are clearly shown and he is frustrated at not seeing forward progress in increasing the reach of the program. He said that concurrent enrollment is not just about AP classes; it can fill gaps in the high school programs, including vocational programs and courses that have been cut because of budget problems. He said that parents in the community are very supportive of concurrent enrollment programs because of the enrichment and economic benefits, and the programs need to be more widely available. Trustee Mandelkern proposes a comprehensive overview of the current status of concurrent enrollment. He recommends development of a standard framework to include all concurrent enrollment programs and

communication about these programs to the high schools. He recommends development of a matrix to show communication that has occurred, such as chancellor to superintendents, presidents to principals, faculty to faculty, the District Board to high school district boards, etc. Vice President Schwarz agreed, saying she has heard from the community that high school counselors do not promote the District's concurrent enrollment programs; for instance, students find out about Middle College from other students.

Referencing the statement on page 3 of the white paper that "high school age students attending our Colleges are increasingly underprepared," Vice President Schwarz said concurrent enrollment is a way to close the gap. In addition, Vice President Schwarz referenced the statement on page 18 of the white paper that "determination of high school faculty qualifications to teach a college class must be in compliance with the regulations from the State Chancellor's Office entitled "Minimum Qualifications for Faculty and Administrators in California Community Colleges." Therefore, the issue of high school teachers teaching the courses should not be a complication. Trustee Hausman added that issues must be addressed directly rather than putting things aside because there are philosophical differences.

Student Trustee Young said she sees no problem with qualified high school teachers teaching college courses at the high schools, but recognizes that the recommendation to put the MOU model aside was a strategic move in order to move forward. Trustee Young is also concerned that these students do not have the opportunity to become involved in extracurricular activities such as clubs, sports and student government because they are not on the College campus; involvement in such activities help students perform better academically. Professor Dilko said this issue was raised in faculty discussions. President Claire said there might be an opportunity to link college and high school clubs and activities such as movie nights.

Trustee Miljanich asked if the issue concerns numbers, i.e., whether the District's pool of faculty is large enough to teach all of the classes that the Colleges hope to offer at the high schools. President Mohr said he does not have the answer, but that some District faculty do not want to teach at the high schools. He said it is important to remember that some high school teachers are also District adjunct faculty. Trustee Mandelkern said the issue raised by CSM faculty is larger than just the MOU model and asked where the Academic Senate and CSM faculty members stand on concurrent enrollment. Professor Dilko said there were faculty members who originally said that no high school students were ready to take college courses and that no high school teachers were qualified to teach college courses. However, when the MOU was formalized, the conversation evolved and opposition is against only the MOU model. Professor Dilko said it is a case of control of curriculum; if teachers are not District employees, there is nothing the District can do except not offer the class again if expectations are not met.

President Holober said the major concern seems to be "who teaches." He said that, while he recognizes the importance of maintaining quality and rigor, the MOU model is only one component of concurrent enrollment. The Middle College High Schools are doing well. Courses being taught on the College campuses are not problematic for the faculty; however, enrollment in these classes has declined and President Holober is concerned that there has been no discussion on how to boost enrollment in these classes which can serve the needs of many students. Classes taught at the high schools have grown and could boost enrollment more quickly. The District needs to be welcomed at the high schools, but reducing resistance at the high school level may conflict with the philosophy of District faculty. President Holober questioned whether the District may be limited in progressing further than filling recognized gaps in the high schools' curricula because of opposition to the MOU model. President Claire agreed that there is a need to work on bringing more students to the College campuses; he said the decline was due to Title 5 which brought an immediate drop in headcount. He also said that it is often difficult for high schools to give up parts of their curriculum. President Mohr said GPAs are higher for concurrently enrolled students because they are already goal-oriented and accustomed to doing well. The District needs to reach deeper into the student body to reach those who are not motivated and who do not have family support; the District must bring college to students who need it most.

Trustee Mandelkern said it is time to take concrete next steps, defining specifically what concurrent enrollment means in all its facets. Many large high schools have very low participation and the District needs to examine and analyze data to find out why.

Trustee Hausman noted that discussions have recognized two different tracks of students – those who are highly motivated and those who are underprepared. Trustee Mandelkern said this points to the richness of concurrent enrollment; it can benefit a broad range of students. Chancellor Galatolo spoke about students' ability to benefit from higher learning. He pointed out that underprepared students may pass a college course offered at their high school, thereby gaining self confidence, and ultimately may come to one of the District's Colleges and succeed as college students. Other students will take college courses offered at their high school and go directly to a four year college.

Trustee Miljanich said the Board recognizes that communication between the District and the high schools is needed. She believes the high schools may not feel the same sense of urgency and may not welcome the Colleges on their campuses in the way the District would want. Discussion followed on how best to facilitate communication, with suggestions such as meeting with individual high school boards and holding a summit. Chancellor Galatolo would like to survey high school students to identify their needs, recognizing that what they would like to see offered may compete with courses already offered at their high schools. Student Trustee Young said she still has concerns about the lack of the "college experience" for these students. Chancellor Galatolo said that some students don't have cars, time to come to the Colleges for classes, etc. He added that there are students whose objective is simply to take college level classes and who do not have an interest in other activities. Trustee Mandelkern said that many students do not have the opportunity to come to the Colleges because they have to go to jobs, family, etc. He said the District needs to offer access to a broad range of students with different needs.

Professor Dilko encouraged the Board to look at issues in a universal way but recognize that individual Colleges and high schools are different. She emphasized that faculty are very supportive of concurrent enrollment, and it is only the MOU model that is not supported.

Vice Chancellor Luan said that faculty, staff and administration share many views regarding concurrent enrollment and are moving in the right direction. The intent of putting aside the one model was to allow concurrent enrollment to move forward in other ways. Chancellor Galatolo noted that Trustee Mandelkern had requested a more comprehensive overview; he said the Colleges will develop a comprehensive plan for concurrent enrollment with clearly defined targets and measurable performance outcomes and bring this plan back to the Board.

### **STATEMENTS FROM EXECUTIVES**

Executive Reports were presented by Skyline College President Morrow, College of San Mateo President Claire, Cañada College President Mohr, Executive Vice Chancellor Keller and District Academic Senate President Dilko. Copies of the Presidents' Executive Reports were available for distribution at the meeting and are attached to the official minutes of record.

Chancellor Galatolo viewed the new STAR projector at College of San Mateo today. He is impressed with the excitement brought to the classroom by Professors Darryl Stanford and Mohsen Janatpour. They would like to invite the Board to view the Planetarium in conjunction with a future Board meeting.

Adding to her written report, President Morrow distributed a postcard inviting Skyline College alumni to an alumni mixer on February 21, 2008. Skyline is working on building an alumni organization. Chancellor Galatolo said this effort at Skyline, along with the other Colleges, could be coordinated with the Foundation. President Morrow agreed, saying she is currently in discussions with Foundation Executive Director Stephani Scott.

President Claire highlighted items in his written report and distributed a CD of music performed by the Bulldog Band.

President Mohr highlighted items in his written report.

Executive Vice Chancellor Keller reported that the District is close to an agreement with McCarthy Building Companies on the scope and breadth of the CIP2 Design-Build project at College of San Mateo. Executive Vice Chancellor Keller also reported that on January 16, a delegation from China came to the District to learn about the

role of the Foundation. Lastly, Executive Vice Chancellor Keller gave a brief synopsis of the State budget delivered by the Governor on January 10 and said that the District is communicating with the College Presidents on how to build the District budget.

District Academic Senate President Dilko reported that enrollment is strong for the current semester and most classes are full.

**STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

None

**NEW BUSINESS**

**APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (08-1-3A)**

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the actions in Board Report No. 08-1-3A. Trustee Mandelkern asked whether, given the status of the State budget, the District should consider putting a hold on hiring. Chancellor Galatolo responded that this option will be discussed at the upcoming Board Retreat. After this discussion, the motion carried, all members voting "Aye."

**APPROVAL OF CONSENT AGENDA**

The Consent Agenda consists of the following Board Reports:

- 08-1-1CA Declaration of Surplus Property
- 08-1-2CA Approval of Contract Renewal with Descalso Lithograph, Inc., 2008 – KCSM
- 08-1-3CA Authorization and Utilization of Contra Costa Community College District Contract for Districtwide Moving Services
- 08-1-4CA Approval of Nonresident Tuition Fee, 2008-09
- 08-1-5CA Ratification of Second Quarter District Warrants, 2007-2008
- 08-1-6CA Approval of 2008-09 Budget and Planning Calendar

Trustee Mandelkern requested that item 08-1-4CA be removed from the Consent Agenda for further discussion. It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the remainder of the items on the Consent Agenda. The motion carried, all members voting "Aye."

**APPROVAL OF NONRESIDENT TUITION FEE, 2008-09 (08-1-4CA)**

Trustee Mandelkern expressed concern about the amount of the increase, noting that with the combined tuition fee and additional capital outlay charge, the District would be charging the highest rate of the contiguous districts. Chancellor Galatolo said that as a policy matter, the issue is open for discussion. He said that while the intent is to keep up with inflation, the recommended increase is 3.80% which is less than the 2007-08 4.53% State COLA. Executive Vice Chancellor Keller said the State policy is to try to recover expenses from those who don't contribute through paying taxes and for whom no FTES apportionment is received, and to also recover costs. The fees charged do not fully recover the District's costs or the capital expense outlay. President Holober asked if the difference in fees has an impact on which college a student chooses to attend. Executive Vice Chancellor Keller said the District does not spend much money on recruitment, unlike a neighboring district which has a large marketing program. Chancellor Galatolo added that once a commitment is made to recruit nonresident students, it can become expensive as new courses need to be developed to meet the students' needs.

After this discussion, it was moved by Trustee Hausman and seconded by Vice President Schwarz to approve the nonresident tuition fee for 2008-09 as described in the report. The motion carried, all members voting "Aye."

### **Other Recommendations**

#### **CONTRACT AWARD FOR CAÑADA COLLEGE FACILITIES MAINTENANCE CENTER (08-1-100B)**

It was moved by Student Trustee Young and seconded by Vice President Schwarz to approve the contract award as described in the report. The motion carried, all members voting "Aye."

#### **AUTHORIZATION TO ADJUST BOARD MEMBER COMPENSATION IN COMPLIANCE WITH LEGISLATION (08-1-101B)**

It was moved by Trustee Miljanich and seconded by Student Trustee Young to authorize the adjustment as described in the report. Trustee Mandelkern said he would refer fellow Board members to his comments from last year, when he voted to oppose the adjustment. President Holoher said that for a period of time, the Board did not receive adjustments in compensation so they are behind compared with increases received by other District employees. However, given the news on the State budget, President Holoher would like to see the increase be the same as that received by other employees last summer. Chief Financial Officer Kathy Blackwood verified that increase as 3.5% plus 1% on benefits, for a net compensation increase of 4.5%. Vice President Schwarz said she appreciates the sentiment expressed by President Holoher, but since the difference in the increase received by other employees and the recommended adjustment to Board member compensation is small, she will support the adjustment. After this discussion, the motion to authorize the adjustment as described in the report passed by a vote of 4-1, with Trustee Mandelkern voting "No." Student Trustee Young cast an advisory vote of "No."

#### **APPOINTMENT OF NEW MEMBERS TO BOND OVERSIGHT COMMITTEE (08-1-102B)**

It was moved by Trustee Hausman and seconded by Trustee Mandelkern to approve the appointments as recommended in the report. The motion carried, all members voting "Aye."

#### **REVISION OF DISTRICT RULES AND REGULATIONS, SECTION 8.31, DISPOSAL OF DISTRICT PERSONAL PROPERTY (08-1-103B)**

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

#### **APPROVAL OF AGREEMENT WITH SUTRO TOWER, INC. FOR TOWER UPGRADES FOR THE DIGITAL TELEVISION TRANSITION – KCSM (08-1-104B)**

It was moved by Vice President Schwarz and seconded by Trustee Mandelkern to approve the agreement with Sutro Tower. The motion carried, all members voting "Aye."

### **INFORMATION REPORTS**

#### **ACCEPTANCE OF GIFTS BY THE DISTRICT (08-1-5C)**

The Board received the report.

### **STATEMENTS FROM BOARD MEMBERS**

Vice President Schwarz said she would like an update on Foundation activities. President Holoher noted that there have been no appointments of Board members to serve on the Foundation Board. After a brief discussion, it was agreed that this would be added to the Board Retreat agenda as an action item.

Trustee Mandelkern attended a meeting at KCSM on January 15 at which PBS President Paula Kerger was in attendance. Trustee Mandelkern was impressed with KCSM staff as they asked thoughtful questions and discussed issues including fundraising and digital studios. Trustee Mandelkern said he asked Ms. Kerger about the status of the indecency case against the District and he asked KCSM General Manager Marilyn Lawrence to provide an update. Ms. Lawrence said the case is awaiting reconsideration by the FCC. She said Ms. Kerger reported that each commissioner feels that the District's case will never be acted on unless they are forced to do so. After the presidential election, new commissioners will be appointed and it is Ms. Lawrence's plan to ask

Congresswoman Anna Eshoo to petition the Commission to dismiss the case. In the meantime, KCSM's license is on hold. Although this does not keep the station from operating, Trustee Mandelkern emphasized the importance of seeking to get the license renewed.

Trustee Mandelkern commented on the inspirational story of Foilan Malit, a Filipino immigrant who attended Cañada and Skyline Colleges and has been accepted to Cornell University. Mr. Malit is the first person in his family to attend college.

Trustee Mandelkern informed the Board about a company called Granicus which provides internet streaming services, and asked if there would be interest in putting District Board meetings on the internet. After a brief discussion, Chancellor Galatolo suggested that KCSM General Manager Marilyn Lawrence investigate and report back to the Board.

Trustee Miljanich reiterated that the Board appreciates the participation and conversation about concurrent enrollment that occurred earlier in the meeting. The Board welcomes the opportunity for people to be open and have communication, even if they don't appear to agree on an issue.

Student Trustee Young reported that students from Skyline College and College of San Mateo went on winter retreat together. They met separately within their own student bodies and also at the District level. Student Trustee Young commented that all of the Colleges have good teams in student government. Student Trustee Young also urged everyone to vote yes on Proposition 92.

#### **COMMUNICATIONS**

None

#### **RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 9:35 p.m.

The Board reconvened to Open Session at 10:45 p.m.

#### **CLOSED SESSION ACTIONS TAKEN**

President Holoher reported that, at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 5-0 to approve the actions in Board Report No. 1-A and 1-B.

#### **ADJOURNMENT**

It was moved by Trustee Hausman and seconded by Trustee Miljanich to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 10:46 p.m.

The next meeting of the Board will be the annual Board Retreat on February 9, 2008 at 9:00 a.m. in the College Vista Clubhouse.

Submitted by

Ron Galatolo  
Secretary

Approved and entered into the proceedings of the February 27, 2008 meeting.

Karen Schwarz  
Vice President-Clerk