

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT MEASURE G PARCEL TAX OVERSIGHT COMMITTEE ANNUAL REPORT TO THE COMMUNITY – 2011/2012

In June 2010, the residents of San Mateo County supported the San Mateo County Community College students by approving the Measure G parcel tax. In an economic climate of deep cuts to education funding, a struggling economy and record unemployment, more students than ever are looking to Skyline College, College of San Mateo and Cañada College to upgrade their job skills or prepare them to transfer to increasingly scarce spaces at the University of California and the California State University. Measure G funding helps our colleges maintain the classes and services needed to support these students.

Although not required by law, the San Mateo County Community College District Board of Trustees created an oversight committee to assure the community that Measure G funds are expended for the purposes approved by the voters and to see that none of the funds are used for administrator salaries or benefits. The committee consists of 7 members appointed by the SMCCCD Board of Trustees. From July 2011 through June 2012, the committee met three times and reviewed financial reports and college activity plans with district budget officials and college presidents and prepared the 2010/11 report to the community.

The committee is pleased to submit its second report to the community.

2011/2012 In Review

The revenues. When the new parcel tax was placed on property tax bills in 2010/11, seniors who had missed the deadline to apply for an exemption ahead of the property tax bills were able to request a refund of taxes they paid. These exemptions are good for the life of the parcel tax. The district processed \$10,650 in refunds for 2011/12, down from \$38,900 in 2010/11. The net revenues received for 2011/12 after the exemptions and including interest income were \$7,209,639.

The expenditures. Because the implementation and expenditures on the 2010/11 activity plans began in the middle of the 2010/11 school year, the plans were carried over into the 2011/12 school year. The Board of Trustees approved the college plans in December 2011 for the new funds. The Measure G Oversight Committee reviewed the board-approved expenditure and activity plans in November 2011 and again in February 2012.

College administration consulted with faculty and staff and developed individual college plans to respond to the uses as stated in the Measure G ballot language.

During 2011/2012 year, Measure G funds were used to

- Save or add 717 course sections
- Provide an additional class for 20,000 students
- Add counseling and supportive services
- Increase the number of degrees and certificates
- Add MATH JAM and WORD JAM learning acceleration and First Year Experience programs

Each of the Colleges

- added class sections¹ that enable students to progress toward the completion of their majors, degrees, and certificates;
- developed student support programs that ensure the presence of necessary counseling, tutoring and other forms of support that are fundamental to high levels of student success;
- developed innovative course programs that are relevant and recent such as increasing distance education offerings and student leadership opportunities;
- and developed programs that address identified student needs and enable the colleges to move forward toward meeting their mission and goals.

Report on college activities. In February of 2012, the colleges reported to the oversight committee the many activities that have been made possible due to Measure G funding. New sections¹ of English, math and science classes were added. Student support services like counseling, help for veterans and disabled students, and tutoring were funded. Short intensive courses like Math Boost, Word Jam and other programs to help students accelerate their progress through Math and English courses were implemented. Measure G funds were used to increase support services for veterans through the Veteran’s Resource Center. These funds enable the college to provide increased counseling, program planning and connection to benefits in order for veteran students to successfully transition into civilian life as a college student.

The college plans on the following pages summarize the vital activities supported by Measure G, link each of the activities to the language in the official ballot measure, and report the planned and actual expenditures for the 2011/2012 year along with planned expenditures for 2012/2013. The 2011-12 plans were approved by the Board of Trustees in December, 2011.

In summary. The committee is gratified with the colleges’ planning and implementation of the activities funded with Measure G tax dollars and the District’s fiscal management of the funds. If you would like further information, formal financial reports and other items related to the activities of the Measure G Committee, including meeting dates, agendas, and minutes, please refer to the Committee’s website located at: www.smccd.edu under the “Business and Community” tab.

According to the Official Ballot language, Measure G funds will be used to:

- preserve job training programs in nursing, healthcare, computers, green technology, police and firefighting;
- maintain academic subjects including science, English and mathematics;
- keep libraries open and maintain library services;
- prepare students to transfer to four year colleges and universities;
- maintain academic counseling programs and other student services;
- attract and retain instructors;
- modernize classroom technology and computer labs;
- provide equipment and technology for science labs; and offer classes and labs necessary to meet student demand.

¹ A section is an additional class of a particular course. For instance, a college might offer English 101 and have many sections of that class on different times and days. More sections of a class means it is available for more students.

**Cañada College Measure G
Plan for 2012-13 and Report for 2011-12**

Resource Plan & Accomplishments/Activities	Measure G Criteria	Planned Amount	Expended Amount	Planned Amount
		2011-12	2011-12	2012-13
<p>Instruction Plan: One of the largest reductions the College had to make in 2009-2010 was in the number of course sections. Measure G allows the College to increase the number of sections offered to our students. These sections provide opportunity for students to take needed basic skills and general education courses. Having this access to courses increases opportunity for students to complete educational goals. In addition to these extra sections, we are developing programs through Neighborhood College that can be offered both Bayside and Coastside. Some classes will be offered in hybrid formats. In addition, distance education has been increased to provide increased flexibility for students. We will be expanding workforce curriculum as well as offering the College for Working Adults which allows working students to take classes at convenient times.</p> <p>Accomplishments/Activities in 2011-12:</p> <ul style="list-style-type: none"> • Funded 145 sections that served approximately 3,625 students. • Used funding to coordinate and improve basic skills, distance education and workforce development offerings. • Funded a Workforce Development Specialist • Launched College for Working Adults and Neighborhood College 	<ul style="list-style-type: none"> • Restoring funding to offer an adequate number of classes & labs to meet growing student demand 	\$1,140,795	\$1,037,982	\$1,177,262
<p>Student Support Plan: The additional student support will expand our library hours, increase the limited counseling services, address a critical need to improve the transferability of our courses to four year universities, expand our new student orientation program, provide necessary support for veterans, increase the number of students who complete the FAFSA (Free Application for Federal Student Aid) and thus receive financial aid, expand tutoring, and further develop student communication.</p> <p>Accomplishments/Activities in 2011-12:</p> <ul style="list-style-type: none"> • Expanded academic counseling with 6,400 drop-in appointments utilized by students • Launched a new Peer Mentoring Program to assist first generation students • Added services for veterans and financial aid students • Expanded Library and Learning Center evening and weekend hours, serving an additional 1,200 students • Hired an Electronic Resources Librarian/Distance Education Coordinator • Offered Math and English tutoring on Saturdays • Funded a Director of Articulation and Orientation who increased transferability of courses • Hired an Instructional Aide for Learning Center 	<ul style="list-style-type: none"> • Maintaining academic counseling programs & other student services to promote student achievement, graduation & access to high-paying jobs • Keeping libraries open and maintaining library services 	\$842,691	\$761,257	\$844,347
<p>Course and Program Innovation Plan: The MATH JAM and WORD JAM programs, Workforce Development, Basic Skills Success Programming, Leadership Development, and Adjunct Faculty Professional Development are all necessary programs to improve access and success for our students. The MATH JAM and WORD JAM programs have proven to significantly improve student success by providing intensive preparation to students.</p> <p>Accomplishments/Activities in 2011-12:</p> <ul style="list-style-type: none"> • Increased by over 50% the number of associate degrees and occupational certificates awarded. (Awarded 365 degrees and certificates in 2009-10, 571 degrees and certificates in 2010-11, and 599 degrees and certificates in 2011-12.) • Partially funded PEP (Priority Enrollment Program) for our local high school seniors • Conducted Leadership Training for the student government leaders • Partially funded MATH JAM to improve success rates in Math • Funded WORD JAM to improve success rates in English 	<ul style="list-style-type: none"> • Preserving job training programs in nursing, healthcare, computers, engineering, green technology (such as solar & wind energy), police and firefighting • Preparing students to transfer to four-year colleges & universities • Maintaining Core Academics 	\$416,514	\$253,708	\$328,390
Total Measure G		\$2,400,000	\$2,052,947	\$2,350,000

**College of San Mateo Measure G
Plan for 2012-13 and Report for 2011-12**

Resource Plan & Accomplishments/Activities	Measure G Criteria	Planned Amount	Amount Expended	Planned Amount
		2011-12		2012-13
<p>Instruction Plan: The college used Measure G funds to maintain its 2011/12 level of course offerings and also continue to expand offerings in well-documented, high-demand areas that are consistent with Board core values. Some library services will be restored to meet student demand at peak times.</p> <p>Accomplishments/Activities in 2011-12:</p> <ul style="list-style-type: none"> Funded approximately 320 sections in math, English, science, career and technical education and other high-demand disciplines. Added sections for online offerings. Added library staff hours. The college increased enrollment in online course offerings by 45%. 	<ul style="list-style-type: none"> Restore funding to offer an adequate number of classes and labs to meet growing student demand. Preserving job training programs in nursing, healthcare, computers, engineering, green technology, police and fire fighting. Maintaining core academics including Science, English, and Mathematics. Attracting and retaining qualified instructors. Keeping libraries open and maintaining library services. 	\$1,522,202	\$1,513,429	\$1,808,974
<p>Student Support Plan: The college has implemented many changes to its student support model. However, funding is needed to offer adequate counseling hours and provide appropriate classified staff support in high-demand areas. Finally, funding will continue to be used to provide operational support for the college's various learning centers and labs.</p> <p>Accomplishments/Activities in 2011-12:</p> <ul style="list-style-type: none"> A new counseling model was fully implemented. Additional counseling hours enabled the college to add drop-in appointments as well as expanded veterans and DSPS services. 1.0 FTE classified staff position restored to DSPS. Additional positions were allocated to Enrollment Services to implement Degree Works and other online tools. The college increased certificates awarded to students by 39% for 2011-12 as a result. 	<ul style="list-style-type: none"> Maintain academic counseling programs and other student services to promote student achievement, graduation, and access to high-paying jobs. 	433,726	413,441	526,026
<p>Course and Program Innovation Plan: The college will continue to offer innovation grants to support program and course-based innovative efforts. Funds allocated in 2011-12 for other innovative activities such as the Five in Five Initiative, Distance Education, and Scholarship of Teaching and Learning have not been fully exhausted. Thus, new funding will not be allocated to these activities until existing funds are fully spent.</p> <p>Accomplishments/Activities in 2011-12:</p> <ul style="list-style-type: none"> Innovation grant criteria established and fully implemented. Distance Education plan completed and implementation of the plan started. Math Boost implemented. 	<ul style="list-style-type: none"> Preparing students to transfer to four-year colleges and universities. Preserving job training programs in nursing, healthcare, computers, engineering, green technology, police and fire fighting. 	444,072	217,292	15,000
Total Measure G Request		\$2,400,000	\$2,144,162	\$2,350,000

**Skyline College Measure G
Plan for 2012-13 and Report for 2011-12**

2012-13 Resource Plan & 2011-12 Accomplishments/Activities	Measure G Criteria	Planned Amount	Amount Expended	Planned Amount
		2011-12		2012-13
<p>Instructional Plan for Increased Sections 2012-13: Funding to maintain class sections that would otherwise not be able to be supported from the general fund. 219 sections will be funded to serve approximately 6,500 students</p> <p>Accomplishments/Activities in 2011-12:</p> <ul style="list-style-type: none"> • Funded 252 sections that served approximately 7,500 students. • Course offerings included 1,250 classes for transfer, 57 Career Technical classes and 45 basic skills classes preparing students for transfer level classes • Additional class sections were offered in Healthcare and Administration of Justice • Healthcare offerings included Sterile Processing, Emergency Medical Technician, Medical Billing and Coding and CPR 	<ul style="list-style-type: none"> • Restoring funding to offer an adequate number of classes & labs to meet growing student demand 	\$1,200,000	\$1,378,345	\$1,200,918
<p>Student Services Plan for 2012-13: Meet student demand in areas of (1) registration and admission services so students may enroll in classes, (2) EOP&S and Transfer Center Services, (3) Counseling services, (4) Financial Aid services and (5) expanded Library Hours and electronic library media. Increased amounts will support increased access to student education plans (SEP's) and tutoring services.</p> <p>Accomplishments/Activities in 2011-12:</p> <ul style="list-style-type: none"> • Expanded academic counseling to assist students during peak times and process prerequisite forms • Increased the number and areas of expertise of tutors in the Learning Center • Added services and outreach for financial aid students • Library and Learning Center expanded its evening and weekend hours • Purchased additional databases and on line media for the Library • Additional staff hired in Admissions and Records to process increased College applications 	<ul style="list-style-type: none"> • Maintaining academic counseling programs & other student services to promote student achievement, graduation & access to high-paying jobs • Keeping libraries open and maintaining library services 	\$586,654	\$604,538	\$701,160
<p>Course and Program Innovation Plan for 2012-13: Innovative programs that include supplemental instruction, business program accreditation, learning communities, Math Academy, tutoring services, math and English acceleration project, prep for placement test, Leadership Academy, and adjunct faculty participation</p> <p>Accomplishments/Activities in 2011-12:</p> <ul style="list-style-type: none"> • ASTEP Math Academy with over 80% successful course completion • Business Program Accreditation achieved • Math Academy and Hermanos/nas Learning Community continued • First Year Experience learning community pilot continued 	<ul style="list-style-type: none"> • Preserving job training programs in nursing, healthcare, computers, engineering, green technology (such as solar & wind energy), police and firefighting • Preparing students to transfer to four-year colleges & universities • Maintaining Core Academics 	\$563,346	\$343,120	\$447,922
Total Measure G		\$2,350,000	\$2,326,003	\$2,350,000