

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
June 22, 2022 – San Mateo, CA**

This was conducted remotely via Zoom. A video recording of the meeting can be accessed at: <https://smccd.edu/boardoftrustees/meetings.php>.

The meeting was called to order at 4:10 p.m.

Board Members

Present: President Richard Holober, Vice President Lisa Petrides, Trustee Maurice Goodman, Trustee Thomas A. Nuris, Trustee John Pimentel

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Holober announced that during Closed Session, the Board will take up items as listed on the printed agenda including: (1) Conference with Legal Counsel - Existing Litigation - Jordan Chavez v. San Mateo County Community College District - San Mateo County Superior Court - Case No. 21-CIV-06647; (2) Conference with Legal Counsel - Potential Litigation: Significant Exposure to Litigation Pursuant to Gov. Code, § 54956.9, Subd. (D)(2): Two Cases; (3) Conference with Labor Negotiator Agency Designated Representative: Mitchell Bailey Employee Organizations: AFSCME Agency Designated Representative: Randy Erickson and Richard Storti Employee Organizations: AFT and CSEA; and (4) Conference with Legal Counsel - Potential Litigation: Initiation of Litigation Pursuant to Gov. Code, § 4956.9, Subd. (d)(4): One case; (5) Public Employee Performance Evaluation: Review of Goals - Chancellor; Evaluation – Chancellor; and (6) Pursuant to Gov. Code, §54957: Public Employee Discipline/Dismissal/Release

PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

No statements/comments.

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 4:12 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 6:15 p.m.

Board Members

Present: President Richard Holober, Vice President Lisa Petrides, Trustee Maurice Goodman, Trustee Thomas A. Nuris, Trustee John Pimentel, Student Trustee Lesly Ta

Others Present: Chancellor Michael Claire, Skyline College President Melissa Moreno, College of San Mateo President Jennifer Taylor-Mendoza, Cañada College Interim President Kim Lopez, Executive Vice Chancellor Richard Storti, District Academic Senate President Kate Williams Browne

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION
(Time Stamp: 2:07:33)

President Holober stated that no reportable actions were taken in Closed Session.

DISCUSSION OF THE ORDER OF THE AGENDA
(Time Stamp: 2:07:36)

There are no changes to the agenda.

SWEARING-IN OF STUDENT TRUSTEE
(Time Stamp: 2:07:46)

Lesly Ta, a student at Cañada College, was selected by the District Student Council to serve as student trustee for the 2022-2023 academic year. She was sworn in by President Holober.

Student Trustee Ta was congratulated and welcomed by members of the Board.

MINUTES

Approval of the Minutes from the May 11, 2022 Study Session (7.1)
(Time Stamp: 2:14:00)

Motion to Approve by: Trustee Goodman

Second by: Trustee Nuris

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Approval of the Minutes from the May 25, 2022 Regular Board Meeting (7.2)
(Time Stamp: 2:14:44)

Motion to Approve by: Trustee Goodman

Second by: Vice President Petrides

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES
(Time Stamp: 2:15:04)

- *Chancellor Claire* congratulated and welcomed Student Trustee-Elect Lesly Ta. He stated that California Assembly of Higher Education Committee unanimously approved SB893 with a 12-0 vote. The bill will move to the assembly's Appropriation Committee in early August. Additionally, Chancellor Claire mentioned there was a fire in Emerald Hills of Redwood City not far from Cañada College. EOC was established, and fortunately evacuations were not necessary.

He acknowledged all 3 college presidents for their work and leadership during this incident, along with those persons who were on the EOC. Lastly, he mentioned there is a lot of new administrators on each college campus, so additional emergency procedure trainings will take place over a course of time.

- **President Moreno** mentioned Professor Carmen Richardson passed away on June 9, 2022. Professor Richardson was a part of the Cosmetology Department for 10 years. Dr. Moreno presented a video on Skyline College's first outdoor commencement ceremony for the Class of 2022.
- **President Taylor-Mendoza** acknowledged Pride Month, along with a Pride Month event she attended on June 11, 2022 to represent College of San Mateo. She also attended the retirement party of former Superintendent Kevin Skelly on behalf of SMCCCD. Lastly, CSM had a summer leadership on June 15-16, 2022 with approximately 45 persons in attendance.
- **Interim President Lopez** acknowledged and commended district and campus staff that assisted with the campus EOC during the fire that took place near the campus yesterday.
- **Executive Vice Chancellor Storti** thanked Trustee Pimentel, facilities team, and Chancellor Claire for going on a campus tour of all three colleges with him to see the projects underway and project needs. On the tour attendees were able to see the 21st Century technology in a hyflex classroom at Cañada College. Additionally, he commended the staff that assisted with the EOC and emergency situation near Cañada College yesterday.
- **District Academic Senate President Browne** she attended a transition event at Skyline College for administrators on the campus.

STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

[\(Time Stamp: 2:30:39\)](#)

No statements.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

[\(Time Stamp: 2:31:12\)](#)

No comments.

NEW BUSINESS

Approval of Personnel Items (11.1)

[\(Time Stamp: 2:32:07\)](#)

Motion to Approve by: Trustee Nuris

Second by: Trustee Pimentel

Action: Approved as amended, with all Trustees voting aye.

Summary of Discussion: The item to approve the Vice Chancellor/Chief of Staff position was removed. Additionally, Trustee Pimentel requested to remove Donor Relations Manager, Foundation Development Manager, and CSM Senior Planning and Research Director for discussion. Chancellor

Claire, Executive Vice Chancellor Storti, and President Taylor-Mendoza answered questions pertaining to the positions that were pulled for approval.

Trustee Nuris moved and Trustee Pimentel seconded the motion to approve the position at CSM, with all Trustees voting aye.

Trustee Pimentel moved and Trustee Nuris seconded the motion to approve the positions at the San Mateo County Community College Foundation, with all Trustees voting aye.

Public Comment: None.

NEW BUSINESS: Approval of Consent Agenda

(Time Stamp: 2:42:40)

Adoption of Resolution No. 22-13 to Make Findings Allowing Continued Remote Meetings Under Brown Act (12.1)

Curricular Additions, Deletions and Modifications for Cañada College, College of San Mateo and Skyline College (12.2)

Approval of March and April 2022 Warrant Reports (12.3)

Authorization of Sole Source Purchase of Classroom Audio-Video Lecterns and Cabinets from Wood Tech, Inc. for Cañada Building 13 – Multiple Program Instructional Center Project (12.4)

Rejection of Bid for Skyline College Buildings 3/7 Exhaust Fan and Building 7 HVAC Split Unit Replacement Project (12.5)

Approval of Request for Approval of Internal Borrowing (12.6)

Adoption of Resolution 22-14 Establishing 2022-23 Budget Limits (12.7)

Approval of Contract Award for Districtwide Elevator Inspection and Maintenance Services with Kone, Inc. (12.8)

Annual Review and Approval of Instructional Material Fees (12.9)

Approval of Contract Award for the 2022-2023 Student Accidental Injury Insurance Program with Cypress Risk Management, LLC (12.10)

Motion to Approve by: Vice President Petrides

Second by: Trustee Pimentel

Action: Approved with Item 12.4 removed, with all Trustees voting aye.

Summary of Discussion: Trustee Pimentel requested to remove Item 12.4 to discuss it further. After discussion, Trustee Nuris moved to approve Item 12.4 and Trustee Pimentel seconded, with all Trustees voting aye.

NEW BUSINESS: Other Recommendations

Adoption of the 2022-23 Tentative Budget (13.1)

[\(Time Stamp: 2:48:38\)](#)

Motion to Approve by: Trustee Goodman

Second by: Vice President Petrides

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Executive Vice Chancellor provided an overview. The Tentative Budget is a temporary budget that is a spending plan required by code to be adopted by July 1st. This budget is in place until final budget is approved by September 15th. This budget is developed by utilizing district budgeting principles, and is a \$450,000,000 all funds budget.

Board of Trustees asked questions and made comments regarding the budget.

Public Comment: None.

Adoption of Resolution No. 22-15 Calling for an Election to be Held on November 8, 2022, for the Election of Two Members of the Governing Board of the San Mateo County Community College District (13.2)

[\(Time Stamp: 3:20:25\)](#)

Motion to Approve by: Vice President Petrides

Second by: Trustee Nuris

Action: Approved unanimously by Roll Call Vote, with President Richard Holoher, Vice President Lisa Petrides, Trustee Maurice Goodman, Trustee Thomas A. Nuris, Trustee John Pimentel all voting aye and Student Trustee Lesly Ta casting an advisory aye vote, and no Trustees abstaining or voting no.

Summary of Discussion: None.

Public Comment: None.

Approval of Cañada College Educational Master Plan (2022-27) (13.3)

[\(Time Stamp: 3:21:42\)](#)

Motion to Approve by: Trustee Nuris

Second by: Vice President Petrides

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Interim President Lopez, David Eck, Dr. Karen Engel, and Roz Young presented data collected from surveys and persons in the community, mission, vision, and goals pertaining to the Educational Master Plan (EMP).

Public Comment: None.

Adoption of Resolution No. 22-16 Celebrating Pride Month (13.4)

[\(Time Stamp: 3:38:50\)](#)

Motion to Approve by: Trustee Nuris

Second by: Vice President Petrides

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Modification of Board Meeting Schedule for September 2022 (13.5)

(Time Stamp: 3:39:46)

Motion to Approve the Recommendation by: Trustee Goodman

Second by: Trustee Nuris

Action: This item was tabled.

Summary of Discussion: The Board Meeting schedule was initially approved in December 2021 with the September Regular Board Meeting scheduled for September 28th. It is now being requested to select an alternative date in order for the annual final budget to be approved before September 15th.

Trustee Nuris moved to table this item and bring back to next Regular Board Meeting to approve new date after the Board is polled; Trustee Goodman seconded the motion. The item was tabled with all Trustees voting aye.

Public Comment: None.

Approval of Tuition Increase for Preschool-Aged Childcare at Skyline College, Effective August 1, 2022 (13.6)

(Time Stamp: 3:42:20)

Motion to Approve the Recommendation by: Vice President Petrides

Second by: Trustee Nuris

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Vice President Petrides inquired about the state reimbursement and if it has changed. Tina Watts, Child Development Coordinator, advised the reimbursement rate increased in January 2022, which is the reason the tuition is being raised this upcoming school year.

Student Trustee Ta commended Skyline's Child Development Department and stated the students are in support of this increase.

Public Comment: None.

Approval of Tuition Increase for Preschool-Aged Childcare at College of San Mateo, Effective August 1, 2022 (13.7)

(Time Stamp: 3:45:39)

Motion to Approve the Recommendation by: Trustee Goodman

Second by: Trustee Pimentel

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Approval of Contract Award for College of San Mateo Building 36 Mechanical Engineering Project (13.8)

(Time Stamp: 3:46:27)

Motion to Approve the Recommendation by: Trustee Nuris

Second by: Vice President Petrides

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Approval of Contract Award for Athletic Sports Uniforms Purchase with Eastbay Inc. for College of San Mateo (13.9)

(Time Stamp: 3:47:16)

Motion to Approve the Recommendation by: Trustee Goodman

Second by: Trustee Nuris

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: None.

Public Comment: None.

Approval of Contract Award for Districtwide SAP Business Intelligence and Data Dashboards with Alcove Insights, LLC (13.10)

(Time Stamp: 3:48:00)

Motion to Approve the Recommendation by: Trustee Nuris

Second by: Trustee Goodman

Action: Approved unanimously, with all Trustees voting aye.

Summary of Discussion: Dr. Aaron McVean advised this is different from the Salesforce CRM.

Public Comment: None.

INFORMATIONAL ITEMS

Discussion of Chancellor Search Process (14.1)[\(Time Stamp: 3:49:42\)](#)

Summary of Discussion: Chancellor Claire is retiring in June of 2023, of which the Board will have to begin the search process for the next Chancellor. The Board defines the search process, and process may include assistance from a search firm. Chancellor Claire requested direction on how the Board would like to move forward.

After discussion, the Board agreed to utilize the same process that was undertaken for the 2019-2022 chancellor search, including the appointment of an ad-hoc search advisory committee. Trustee Pimentel and Trustee Goodman volunteered to be on the ad-hoc search committee and the Board agreed to the appointment of those Trustees to the ad-hoc committee.

Public Comment: None.

Report on Proposed Agenda Items for Future Meetings (14.2)[\(Time Stamp: 4:06:41\)](#)

Summary of Discussion: Trustee Pimentel would like an update on the MOU with Sequoia Union High School District, an update on CRM, and an update on the marketing and outreach.

Trustee Goodman would like for the Board to have an opportunity to go back and hear updates on items that were presented at previous meetings, so the Board may continue to be kept abreast of items they may have given direction on..

Public Comment: None.

Report of Public Information Requests for May 2022 (14.3)[\(Time Stamp: 4:11:08\)](#)

Summary of Discussion: Vice President Petrides requested if the report may include when a request comes in and the date a request is fulfilled.

Public Comment: None.

COMMUNICATIONS[\(Time Stamp: 4:11:23\)](#)

- Chancellor Claire stated there is communication from a member of the public regarding the new Kinesiology building at Cañada College, and the member has been contacted.

STATEMENTS FROM BOARD MEMBERS[\(Time Stamp: 4:13:00\)](#)

- Trustee Nuris attended a zoom meeting with Skyline College and members of the public in that particular area that discussed how the community can work together with the college to better serve the students of the college. He also commended the staff and faculty that assisted with the fire emergency yesterday. Lastly, he was able to attend Skyline College's commencement ceremony, and pleased to be able to give his youngest son his degree and celebrate with him on his accomplishment.

- Vice President Petrides stated it was an honor and privilege to attend the commencement ceremonies of College of San Mateo and Cañada College.

President Holober stated that the next Regular Board meeting will be July 27, 2022.

RECONVENE TO CLOSED SESSION

The Board recessed to Closed Session at 8:26 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 9:28 p.m.

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Holober reported the Board met in Closed Session, and there were no reportable actions taken.

ADJOURNMENT

Meeting adjourned at 9:30 p.m. in honor of Carmen Richardson.

Submitted by

Michael Claire, Secretary