

Wednesday, December 11, 2024  
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

Closed Session 5:00 p.m.; Open Session 6:00 p.m.  
In person at 3401 CSM Drive, San Mateo, CA 94402

Members of the Public may also participate via Zoom.  
Zoom Meeting ID - <https://smccd.zoom.us/j/89571473050>  
Dial-In: 1-669-900-9128 - Webinar ID: 895 7147 3050

## NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

### OBSERVING THE MEETING

Members of the public who wish to observe the meeting in-person or remotely by accessing the link or calling the following telephone number above at the beginning of the meeting.

### PROVIDING PUBLIC COMMENT DURING THE MEETING ON NON-AGENDA ITEMS

To make a comment regarding a non-agenda item, members of the public:

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or
- (2) If remote, once in the Zoom meeting (via above link), can utilize the raise hand function on the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who raise their hand will be called upon in the order they appear.
- (3) Members of the public making comment are reminded of the 3-minute time limit for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.

### PROVIDING PUBLIC COMMENT DURING THE MEETING ON AGENDA ITEMS

To make a comment regarding an item on the agenda, members of the public:

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or
- (2) If remote, once in the Zoom meeting (via above link), can utilize the raise hand function on the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who raise their hand will be called upon in the order they appear.
- (3) Members of the public making comment are reminded of the 3-minute time limit for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.

### ACCOMMODATIONS

Persons with disabilities who require an accommodation or service should contact the Chancellor's Office at (650) 358-6877 at least 24 hours prior to the Board meeting.

## **1. CLOSED SESSION - 5:00 p.m.**

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Subject :	1.1 Call to Order / Roll Call
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	1. CLOSED SESSION - 5:00 p.m.
Type :	Procedural

## **2. CLOSED SESSION ITEMS FOR DISCUSSION**

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Subject : 2.1 Pursuant to Gov. Code §54956.9 (d)(2), (d)(4), and (h):  
Conference with Legal Counsel - Anticipated Litigation:  
Significant Exposure to Litigation - Number of Potential  
Cases: 3

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE  
BOARD OF TRUSTEES

Category : 2. CLOSED SESSION ITEMS FOR DISCUSSION

Type : Discussion

## Public Content

TO:

FROM:

PREPARED BY:

Subject : 2.2 Conference with Labor Negotiator - Agency  
Designated Representative: Randy Erickson and Julie  
Johnson Employee Organization: AFT

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE  
BOARD OF TRUSTEES

Category : 2. CLOSED SESSION ITEMS FOR DISCUSSION

Type : Discussion

Subject : 2.3 Conference with Labor Negotiator - Agency  
Designated Representative: Randy Erickson and Julie  
Johnson Employee Organization: CSEA

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE  
BOARD OF TRUSTEES

Category : 2. CLOSED SESSION ITEMS FOR DISCUSSION

Type : Discussion

Subject : 2.4 Conference with Labor Negotiator - Agency  
Designated Representative: Randy Erickson and Julie  
Johnson Employee Organization: AFSCME

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE  
BOARD OF TRUSTEES

Category : 2. CLOSED SESSION ITEMS FOR DISCUSSION

Type : Discussion

Subject : 2.5 Pursuant to Gov. Code §54957: Public Employee  
Performance Evaluation: Chancellor

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE  
BOARD OF TRUSTEES

Category : 2. CLOSED SESSION ITEMS FOR DISCUSSION

Type : Discussion

### 3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

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Subject :	3.1 Comments by Community Members
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY
Type :	

## Public Content

#### PROVIDING PUBLIC COMMENT DURING THE MEETING ON CLOSED SESSION AGENDA ITEMS

To make a comment regarding an item on the Closed Session Agenda only, members of the public:

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or
- (2) If remote, once in the Zoom meeting (via above link), can utilize the raise hand function at the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who raise their hand will be called upon in the order they appear.
- (3) Members of the public making comment are reminded of the **3-minute time limit** for comment. Reasonable time limits may be placed on public comment during an open meeting so that meetings can be concluded within a reasonable time.

### 4. CLOSED SESSION

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Subject :	4.1 Recess to Closed Session
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	4. CLOSED SESSION
Type :	Procedural

### 5. OPEN SESSION - 6:00 p.m.

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Subject :	5.1 Call to Order / Roll Call / Pledge of Allegiance
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	5. OPEN SESSION - 6:00 p.m.
Type :	Procedural
Subject :	5.2 Announcement of Any Reportable Action Taken in Closed Session
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	5. OPEN SESSION - 6:00 p.m.
Type :	Information, Procedural
Subject :	5.3 Discussion of the Order of the Agenda
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category : 5. OPEN SESSION - 6:00 p.m.

Type : Discussion

## 6. RECOGNITION OF SB 893 FREE COLLEGE CHAMPIONS

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Subject : 6.1 Adoption of Resolution 24-32 Honoring SB 893 Free College Champions (10 Mins.)

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category : 6. RECOGNITION OF SB 893 FREE COLLEGE CHAMPIONS

Type : Action, Discussion

Preferred Date : Dec 11, 2024

Absolute Date : Dec 11, 2024

Fiscal Impact : No

Budgeted : No

Recommended Action : It is recommended that the Board recognize the Free College Champions and adopt Resolution 24-32 in their honor.

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: David McLain, Executive Director of Community & Government Relations

### **ADOPTION OF RESOLUTION 24-32 HONORING SB 893 FREE COLLEGE CHAMPIONS**

Senate Bill 893 was passed in 2022, allowing San Mateo County Community College District to pay San Mateo County students' total cost of education. The bill, authored by State Senator Josh Becker and coauthored by Assemblymember Marc Berman and former Assemblymember Kevin Mullin, has profoundly impacted thousands of students' lives and resulted in significant increases in enrollment.

In recognition of the authors of SB 893 and the ongoing impact it has on the community of San Mateo County, this resolution is presented to Senator Becker, Congressman Mullin, and Assemblymember Berman as a token of our appreciation and gratitude for their exemplary service and dedication to higher education.

### **RECOMMENDATION**

It is recommended that the Board recognize the Free College Champions and adopt Resolution 24-32 in their honor.

## File Attachments

[2024-1211 Free College Champions Resolution 24-32.pdf \(75 KB\)](#)

## 7. CELEBRATORY RECESS

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Subject : 7.1 Celebratory Recess in Honor of SB 893 Free College Champions (15 Mins.)

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category : 7. CELEBRATORY RECESS

Type : Procedural

## 8. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

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Subject : 8.1 Chancellor and Chancellor's Cabinet  
Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category : 8. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES  
Type : Informational

## Public Content

TO:

FROM:

PREPARED BY:

### File Attachments

[SMCCCD President's Report to the Board 12 11 24.pdf \(947 KB\)](#)

Subject : 8.2 District Academic Senate  
Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category : 8. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES  
Type : Informational

## Public Content

TO:

FROM:

PREPARED BY:

Subject : 8.3 Student Trustee and/or Associated Student Body  
Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
Category : 8. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES  
Type : Informational

# Public Content

TO:

FROM:

PREPARED BY:

## 9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

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Subject :	9.1 AFT, Local 1493
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS
Type :	Information
Subject :	9.2 CSEA, Chapter 33
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS
Type :	Information
Subject :	9.3 AFSCME, AFL-CIO, Local 829, Council 57
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	9. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS
Type :	Information

## 10. PUBLIC COMMENTS ON NON-AGENDA ITEMS

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Subject :	10.1 Comments by Community Members
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	10. PUBLIC COMMENTS ON NON-AGENDA ITEMS
Type :	

# Public Content

### PROVIDING PUBLIC COMMENT DURING THE MEETING ON NON-AGENDA ITEMS

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## 11. APPROVAL OF MINUTES

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Subject :	11.1 Approval of Minutes from November 6, 2024 Study Session of the Board of Trustees (5 Mins.)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	11. APPROVAL OF MINUTES
Type :	Action
Fiscal Impact :	No
Budgeted :	No
Recommended Action :	It is recommended that the Board of Trustees approve the presented minutes.

## Public Content

TO: Members of the Board of Trustees  
FROM: Melissa Moreno, J.D., Chancellor  
PREPARED BY: Candice E. Bell, Executive Assistant to the Board/Board Clerk

**APPROVAL OF MINUTES FROM NOVEMBER 6, 2024, STUDY SESSION OF THE BOARD OF TRUSTEES**

Minutes are to specifically reflect reportable Actions taken by the Board of Trustees during the times at which they meet. Minutes do not have to reflect verbatim statements or comments by any Member of the Board, Faculty, Staff, and/or Community Member (s). We encourage all to visit the San Mateo County Community College District's website to view the recorded Board Meetings in order to review and/or hear detailed statements or comments.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the presented minutes.

### File Attachments

[2024-11-06 Study Session Minutes.pdf \(140 KB\)](#)

Subject :	11.2 Approval of Minutes from November 20, 2024 Regular Meeting of the Board of Trustees (5 Mins.)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	11. APPROVAL OF MINUTES
Type :	Action
Fiscal Impact :	No
Budgeted :	No
Recommended Action :	It is recommended that the Board of Trustees approve the presented minutes.

## Public Content

TO: Members of the Board of Trustees  
FROM: Melissa Moreno, J.D., Chancellor  
PREPARED BY: Candice E. Bell, Executive Assistant to the Board/Board Clerk

**APPROVAL OF MINUTES FROM OCTOBER 23, 2024, REGULAR MEETING OF THE BOARD OF TRUSTEES**

Minutes are to specifically reflect reportable Actions taken by the Board of Trustees during the times at which they meet. Minutes do not have to reflect verbatim statements or comments by any Member of the Board, Faculty, Staff, and/or Community Member (s). We encourage all to visit the San Mateo County Community College District's website to view the recorded Board Meetings in order to review and/or hear detailed statements or comments.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the presented minutes.

**File Attachments**

[2024-11-20 Minutes.pdf \(224 KB\)](#)

**12. NEW BUSINESS**

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Subject :	12.1 Approval of Personnel Items (5 Mins.)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	12. NEW BUSINESS
Type :	Action
Recommended Action :	It is recommended that the Board of Trustees approve the attached Personnel Report.

**Public Content**

TO: Members of the Board of Trustees  
  
FROM: Melissa Moreno, J.D., Chancellor  
  
PREPARED BY: Julie Johnson, Chief Human Resources Officer  
  
David Feune, Director, Human Resources

**APPROVAL OF PERSONNEL ITEMS**

Staff presents in the attached report for the Board's consideration and recommendations for approval of new employment; changes in assignment, compensation, and placement; leaves of absence; changes in staff allocation and classification of academic and classified personnel; retirements, phase-in retirements, and resignations; equivalence of minimum qualifications for academic positions; and short-term temporary classified positions.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the attached Personnel Report.

**File Attachments**

[Approval of Personnel Items 12-11-24.pdf \(530 KB\)](#)

Subject :	12.2 Receipt of Initial Contract Proposal from the San Mateo Community College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO to the District and Setting of a Public Hearing (5 Mins.)
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Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category : 12. NEW BUSINESS

Type : Action

Recommended Action : It is recommended that the Board receive the initial proposal from the San Mateo Community College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO to the District and set a public hearing on the proposal for January 29, 2025, the next regularly scheduled business meeting of the Board.

## Public Content

TO: Members of the Board of Trustees  
FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Julie Johnson, Chief Human Resources Officer

### **RECEIPT OF INITIAL CONTRACT PROPOSAL FROM THE SAN MATEO COMMUNITY COLLEGE FEDERATION OF TEACHERS, LOCAL 1493,**

#### **AMERICAN FEDERATION OF TEACHERS, AFL-CIO TO THE DISTRICT AND SETTING OF A PUBLIC HEARING**

The current collective bargaining agreement between the District and the San Mateo Community College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO (AFT) expires on June 30, 2025. The parties wish to negotiate a successor agreement.

Government Code Section 3547 (from the Educational Employment Relations Act) provides that:

*(a) All initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public records.*

*(b) Meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.*

*(c) After the public has had the opportunity to express itself, the public school employer shall, at a meeting which is open to the public, adopt its initial proposal.*

AFT has submitted an initial proposal to the District, which staff transmits with this report to the Board. This is done before holding a public hearing on the proposal as required by the Educational Employment Relations Act.

#### **RECOMMENDATION**

It is recommended that the Board receive the initial proposal from the San Mateo Community College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO to the District and set a public hearing on the proposal for January 29, 2025, the next regularly scheduled business meeting of the Board.

## File Attachments

[Sunshine doc draft .pdf \(161 KB\)](#)

Subject : 12.3 Receipt of District's Initial Contract Proposal to the San Mateo Community College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO and Setting of a Public Hearing (5 Mins.)

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category : 12. NEW BUSINESS

Type : Action, Action (Consent)

Recommended Action : It is recommended that the Board receive the initial proposal from the District to the San Mateo Community College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO and set a public hearing on the proposal for January 29, 2025, the next regularly scheduled business meeting of the Board.

# Public Content

TO: Members of the Board of Trustees  
FROM: Melissa Moreno, J.D., Chancellor  
PREPARED BY: Julie Johnson, Chief Human Resources Officer

**RECEIPT OF DISTRICTS INITIAL CONTRACT PROPOSAL TO THE SAN MATEO COMMUNITY COLLEGE FEDERATION OF TEACHERS, LOCAL 1493, AMERICAN FEDERATION OF TEACHERS, AFL-CIO AND SETTING OF A PUBLIC HEARING**

The current collective bargaining agreement between the District and the San Mateo Community College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO expires on June 30, 2025. The parties wish to negotiate a successor agreement.

Government Code Section 3547 (from the Educational Employment Relations Act) provides that:

*(a) All initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public records.*

*(b) Meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.*

*(c) After the public has had the opportunity to express itself, the public school employer shall, at a meeting which is open to the public, adopt its initial proposal.*

As required by the Educational Employment Relations Act, staff is submitting the accompanying District proposal to the Board before holding a public hearing on the proposal.

**RECOMMENDATION**

It is recommended that the Board receive the initial proposal from the District to the San Mateo Community College Federation of Teachers, Local 1493, American Federation of Teachers, AFL-CIO and set a public hearing on the proposal for January 29, 2025, the next regularly scheduled business meeting of the Board.

## File Attachments

[District Sunshine Proposals 25.28.pdf \(35 KB\)](#)

## Consent

Approval of Consent AgendaAll items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject :	12.4 Approval of Revision to Miscellaneous Pay Rates Salary Schedule (5 Mins.)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	12. NEW BUSINESS
Type :	Action
Recommended Action :	It is recommended that the Miscellaneous Pay Rates Salary Schedule be revised, effective January 1, 2025, as indicated on the attached salary schedule.

# Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, Chancellor

PREPARED BY: Julie Johnson, Chief Human Resources Officer

## APPROVAL OF REVISION TO MISCELLANEOUS PAY RATES SALARY SCHEDULE

The Miscellaneous Pay Rates Salary Schedule was originally established by the Board of Trustees in 1989 (Board Report No. 89-7-3A) for selected services not covered by other District salary schedules. The classifications are designed to supplement current staff services on a short-term basis, and constitute temporary, at-will employment for special District services and projects.

College units worked with Human Resources to establish a new classification and revise an existing classification to support new and existing District programs and services.

Staff recommends revising the Miscellaneous Pay Rates Salary Schedule as follows:

### 1. Establishment of a New Classification: Intern

- **Hourly Pay:** \$20.00
- **Description:** Designated for individuals completing a graduate program. Interns will be expected to participate in activities such as engaging in individual and group mentorship sessions, participating in training sessions, participating in workshops, collaborating with other campus programs and initiatives as needed, and maintaining documentation of activities and progress throughout a program. Interns will perform work under the direct supervision of academic staff. Assignments are limited to one (1) semester and must be directly related to their graduate program.

### 2. Revision to the Description of the Counseling Intern Classification

The following revision ties the Counseling Intern classification to a graduate program, or hours required for licensure. The proposed changes are highlighted in bold:

- **Description:** Provides individual, couple and group personal counseling to students, provides consultation with faculty and staff, attends outreach activities (in-class presentation, workshops, tabling, etc.), collaborates with on-campus programs, provides referrals to off-campus resources, attends weekly group supervision/training and individual supervision, maintains clinical records, **and performs work under the direct supervision of academic staff. The assignment must be related to their graduate program or hours required for licensure.**

## RECOMMENDATION

It is recommended that the Miscellaneous Pay Rates Salary Schedule be revised, effective January 1, 2025, as indicated on the attached salary schedule.

## File Attachments

[Miscellaneous Pay Salary Schedule eff 1-1-25.pdf \(360 KB\)](#)

## 13. CONSENT AGENDA

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Subject :	13.1 Ratification of September and October 2024 District Warrants
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	13. CONSENT AGENDA
Type :	Action (Consent)

Recommended Action :

It is recommended that the Board of Trustees approve the warrants issued during the period of September 1, 2024, through October 31, 2024, and ratify the contracts entered into leading to such payments.

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor

### RATIFICATION OF SEPTEMBER AND OCTOBER 2024 WARRANTS

Attached as Exhibits A and B are warrants in excess of \$10,000 that were issued in the months of September and October 2024, respectively. The schedules include total warrants issued for the subject period in addition to warrant sequences. The District now seeks Board approval of the warrants listed in the attached exhibits.

### File Attachments

[Exhibit A September 2024 Warrants.pdf \(118 KB\)](#)

[Exhibit B October 2024 Warrants.pdf \(164 KB\)](#)

### Consent

Approval of Consent AgendaAll items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject : 13.2 Acceptance of California Community College  
Chancellor's Office Apprenticeship Pathway  
Demonstration Project Grant

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE  
BOARD OF TRUSTEES

Category : 13. CONSENT AGENDA

Type : Action (Consent)

Preferred Date : Dec 11, 2024

Absolute Date : Dec 11, 2024

Fiscal Impact : No

Recommended Action : It is recommended that the Board of Trustees approve the acceptance of the \$99,000 Apprenticeship Pathways Demonstration Project (APDP) funding opportunity provided by the California Community College Chancellors Office.

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Kim Lopez, Cañada College President  
Chialin Hsieh, Cañada College Vice President of Instruction

Alex Kramer, Dean of Business, Design & Workforce, Cañada College

**ACCEPTANCE OF CALIFORNIA COMMUNITY COLLEGE CHANCELLORS OFFICE APPRENTICESHIP PATHWAY  
DEMONSTRATION PROJECT GRANT**

Cañada College has been selected to participate in the California Community Colleges Chancellors Office Apprenticeship Pathways Demonstration Project (APDP), a statewide initiative designed to integrate apprenticeship opportunities into academic programs. Through the APDP, Cañada College will work with industry partners to create apprenticeship pathways that enable students to earn college credit for both classroom instruction and hands-on job training. This integration of academic and practical experience will allow students to advance through certificate and degree programs, preparing them for high-demand careers that require both theoretical knowledge and practical skills.

As part of Cañada Colleges efforts under the APDP, the colleges Extended Reality (XR) Apprenticeship Program is restructuring and revising all apprenticeship standards with the Department of Apprenticeship Standards (DAS) to shift from a time-based to a competency-based approach. This adjustment will focus on students demonstrating key skills and competencies rather than logging specific hours, aligning with industry needs and ensuring that graduates are fully prepared to meet job requirements. Additionally, the college is evaluating the steps necessary to transition all apprenticeship coursework into the for-credit space, providing students with more structured academic progression and allowing them to apply their learning toward degrees and certifications.

The APDPs focus on equity, diversity, and inclusion aligns with Cañada Colleges mission to promote accessible education and support student success. This initiative will open doors for students from diverse backgrounds, enhancing career pathways and building a skilled local workforce. Through these efforts, Cañada College supports economic mobility and provides students with essential opportunities for lifelong learning and career advancement in Californias growing economy.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the acceptance of the \$99,000 Apprenticeship Pathways Demonstration Project (APDP) funding opportunity provided by the California Community College Chancellors Office.

**Consent**

Approval of Consent AgendaAll items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject :	13.3 Disposition of Records
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	13. CONSENT AGENDA
Type :	Action
Recommended Action :	It is recommended that the Board approve destruction of the obsolete records as shown on the list below

# Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Yanely Pulido, Director, General Services  
Bob Domenici, Purchasing Supervisor

## DISPOSITION OF DISTRICT RECORDS

District Rules and Regulations, Section 8.27 (Records Management), provides for disposition of District records, including classification, retention and destruction in accordance with the California Education Code. After its review of District records, District staff requests the Boards approval for the destruction of the records in Exhibit A. All of the listed records have outlived their usefulness and were kept for the period mandated by the Education Code.

For the Boards information, the record types are summarized as follows:

Class 1: Permanent Records

Class 2: Optional Records Optional records not required to be maintained permanently, but deemed worthy of further preservation. These records shall be retained as Class 2 records until reclassified as Class 3

Class 3: Disposable Records

College of San Mateo List of Records to be Disposed								
Department	Bldg. /Room	Contact	Year of Record	Record Title	Classification	Required Hard Copy Retention	Number of Boxes	Scanned Y/N
DisabilityResource Center	10-120	Carol Newkirk	2015-2020	Student Disability	3	3 years	29	Y
Total Boxes:							29	

### Classification Definition

Class 1: Permanent Records

Class 2: Optional Records Optional records not required to be maintained permanently, but deemed worthy of further preservation. These records shall be retained as Class 2 records until reclassified as Class 3

Class 3: Disposable Records

Subject :

13.4 Curricular Additions, Deletions and Modifications -  
Cañada College

Meeting :

Dec 11, 2024 - REGULAR BOARD MEETING OF THE  
BOARD OF TRUSTEES

Category :	13. CONSENT AGENDA
Type :	Action (Consent)
Preferred Date :	Dec 11, 2024
Absolute Date :	Dec 11, 2024
Fiscal Impact :	No
Budgeted :	No
Budget Source :	n/a
Recommended Action :	It is recommended that the Board approve the attached curricular changes for the Cañada College.

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Chialin Hsieh, Vice President, Instruction

### **CURRICULAR ADDITIONS, DELETIONS AND MODIFICATIONS - CAÑADA COLLEGE**

The addition of eleven courses, four programs; the modification of thirty-six courses, five programs; the deletion of one course; and the deactivation of one program from the College catalogs are proposed by Cañada College.

Each of the proposed courses and programs has been reviewed by the appropriate Division Dean and approved by the College Curriculum or Instruction Committee, acting on behalf of the local Academic Senate. In addition, the Academic Senate Presidents provide oversight with respect to the necessary role of the local Senates in the review and approval process. The rigor of the approval process assures that each new course has substance and integrity in relation to its discipline and that it fills a clear student need not being served by existing course offerings.

### **RECOMMENDATION**

It is recommended that the Board approve the attached curricular changes for the Cañada College.

## File Attachments

[Brd 24-12-11 Attachment CAN.pdf \(154 KB\)](#)

## Consent

Approval of Consent Agenda All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject :	13.5 Curricular Modifications, Deletions, and Additions - Skyline College
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	13. CONSENT AGENDA
Type :	Action (Consent)
Preferred Date :	Dec 11, 2024
Absolute Date :	Dec 11, 2024

Fiscal Impact :	No
Budgeted :	No
Budget Source :	N/A
Recommended Action :	It is recommended that the Board approve the attached curricular changes for the Skyline College catalog.

# Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Kristy Lisle, Interim Vice President of Instruction, Skyline College

## CURRICULAR ADDITIONS, DELETIONS AND MODIFICATIONS - SKYLINE COLLEGE

The addition of six courses to, and the inactivation of twelve courses and two programs from, the Skyline College catalog are proposed by Skyline College at this time. Additionally, twenty-seven courses are proposed to be offered in the distance education mode.

Furthermore, ninety-six courses and five programs were modified.

Each of the proposed courses and programs has been reviewed by the appropriate Division Dean and approved by the College Curriculum Committee, acting on behalf of the local Academic Senate. In addition, the Academic Senate President provides oversight with respect to the necessary role of the local Senate in the review and approval process. The rigor of the approval process assures that each new course has substance and integrity in relation to its discipline and that it fills a clear student need not being served by existing course offerings.

### RECOMMENDATION

It is recommended that the Board approve the attached curricular changes for the Skyline College catalog.

## File Attachments

[Brd 24-12-11 SKY.pdf \(125 KB\)](#)

## Consent

Approval of Consent AgendaAll items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject :	13.6 Curricular Additions, Deletions and Modifications - College of San Mateo
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	13. CONSENT AGENDA
Type :	Action (Consent)
Preferred Date :	Dec 11, 2024



Absolute Date :	Dec 11, 2024
Fiscal Impact :	No
Budgeted :	No
Budget Source :	n/a
Recommended Action :	It is recommended that the Board approve the attached curricular changes for the College of San Mateo catalog

# Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Danni Redding Lapuz, Acting Vice President of Instruction, College of San Mateo

## CURRICULAR ADDITIONS, DELETIONS AND MODIFICATIONS - COLLEGE OF SAN MATEO

The addition of two courses and four programs to, and the inactivation of two courses from the College catalog is proposed by College of San Mateo at this time. Additionally, two courses are proposed to be offered in the distance education mode.

Furthermore, eighty-seven courses and twenty-five programs were modified, and one course was reactivated.

Each of the proposed courses and programs has been reviewed by the appropriate Division Dean and approved by the College Curriculum Committee, acting on behalf of the local Academic Senate. In addition, the Academic Senate President provides oversight with respect to the necessary role of the local Senate in the review and approval process. The rigor of the approval process assures that each new course has substance and integrity in relation to its discipline and that it fills a clear student need not being served by existing course offerings.

### RECOMMENDATION

It is recommended that the Board approve the attached curricular changes for the College of San Mateo catalog.

### File Attachments

[Brd 24-12-11 Attachment A CSM.pdf \(129 KB\)](#)

### Consent

Approval of Consent AgendaAll items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

## 14. OTHER RECOMMENDATIONS

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Subject :	14.1 Setting December 13, 2024 as Date for Annual Reorganizational Meeting of the Board of Trustees (5 Mins.)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	14. OTHER RECOMMENDATIONS

Type :	Action (Consent)
Preferred Date :	Nov 30, 2022
Absolute Date :	Nov 30, 2022
Fiscal Impact :	No
Budgeted :	No
Recommended Action :	It is recommended that the Board of Trustees set December 13, 2024 as the date of is annual reorganizational meeting.

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Melissa Moreno, J.D., Chancellor

Candice E. Bell, Executive Assistant to the Board

### SETTING DECEMBER 13, 2024 AS DATE FOR

#### ANNUAL REORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES

On Friday, November 1, 2024, the County Office of Education sent us clarification on the election process. It stated that per Education Code Section 35143, the governing board of each school district shall hold an annual reorganizational meeting to select board officers, swear in re-elected and newly elected trustees, and re-adopt the 2025 calendar. In a year in which a regular election for governing board members is conducted, ***the meeting shall be held on a day within a 15-day period that commences with the second Friday in December following the regular election.*** In other words, the 15-day clock starts ticking on December 13, 2024.

In addition, the annual organizational meeting date shall be formally selected at the Regular Board Meeting on December 11, 2024. Staff recommends selecting and setting the date for December 13, 2024, and staff will bring this date for adoption on December 11, 2024. Upon adoption of the date of the annual organizational meeting, the board shall notify the county superintendent of schools of the day and time selected. And, the clerk of the board shall, within 15 days before the date of the annual meeting, notify in writing all members and members-elect of the date and time selected for the meeting.

Please note that the term of any newly elected or re-elected board members will commence on the second Friday in December and the term of any board member not re-elected on November 5, 2024, shall expire on the that same day: December 13, 2024

#### RECOMMENDATION

It is recommended that the Board of Trustees set December 13, 2024 as the date of is annual organizational meeting.

## Consent

Approval of Consent Agenda All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject :	14.2 Adoption of the Revised Board of Trustees Meeting Dates for 2025 (5 Mins.)
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Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
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Category :	14. OTHER RECOMMENDATIONS
Type :	Action
Preferred Date :	Dec 11, 2024
Absolute Date :	Dec 11, 2024
Fiscal Impact :	No
Budgeted :	No
Recommended Action :	It is recommended that the Board review the revised Board of Trustees meeting dates and approve the calendar for 2025.

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Candice E. Bell, Executive Assistant to the Board

### ADOPTION OF THE REVISED BOARD OF TRUSTEES MEETING DATES FOR 2025

During the Regular Board Meeting on June 26, 2024, the Board discussed the draft schedule and requested the schedule to reflect two (2) off-site meeting locations (one for each semester). After reviewing the draft schedule of dates, district administration brought forth the final schedule for approval at the Regular Board Meeting on July 24, 2024 - schedule was approved and adopted.

Since the adoption of the initial schedule, it has been updated to include additional dates.

### RECOMMENDATION

It is recommended that the Board review, approve, and adopt the revised Board of Trustees schedule of meeting dates for 2025.

## File Attachments

[2025 Board of Trustees Meeting Dates.pdf \(19 KB\)](#)

Subject :	14.3 Adoption of 2025 Heritage Month Calendar (5 Mins.)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	14. OTHER RECOMMENDATIONS
Type :	Action
Preferred Date :	Dec 11, 2024
Absolute Date :	Dec 11, 2024
Fiscal Impact :	No
Recommended Action :	It is recommended that the Board of Trustees approve the presented heritage/cultural month calendar.

# Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Candice E. Bell, Executive Assistant to the Board/Board Clerk

## ADOPTION OF THE 2025 HERITAGE MONTH CALENDAR

The Board directed district administration to continue the heritage/cultural month calendar on an annual basis, to celebrate, honor and recognize the diverse cultures and ethnicities within SMCCCD and the surrounding communities.

### RECOMMENDATION

It is recommended that the Board of Trustees approve the presented heritage/cultural month calendar.

### File Attachments

[2025 Heritage Month Calendar.pdf \(67 KB\)](#)

Subject :	14.4 Approval of District Organizational Memberships (5 Mins.)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	14. OTHER RECOMMENDATIONS
Type :	Action (Consent)
Recommended Action :	It is recommended that the Board approve and accept all organizational memberships listed on the attached.

# Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor of Administrative Services

## APPROVAL OF DISTRICT ORGANIZATIONAL MEMBERSHIPS

As outlined in Board policy 8.54, the District encourages, to the extent possible within financial restraints, college and staff affiliations with professional and educational organizations and associations to provide quality education to students and for the effectiveness and efficiency of the District and College operations.

The policy also states that all applications for membership shall be submitted to the Chancellor or his/her designee, and a list of all organizational memberships shall be submitted to the Board for approval.

Attached is a list of all organizational memberships with organizations that have been added since the last report to the Board on January 27, 2021.

Also attached for reference is a report of all districtwide memberships paid during fiscal year 2023 - 2024, showing total District and College memberships of \$332,791 with an additional \$53,580 for KCSM memberships. After a review memberships paid in

FY 2023-2024, six memberships totaling \$38,976 have been deemed no longer needed and will be cancelled to reflect a savings of 11.7% on District and College memberships.

**RECOMMENDATION**

It is recommended that the Board approve and accept all organizational memberships listed on the attached.

**File Attachments**

[List of Paid Memberships \(July 1 2023 - June 30 2024\).pdf \(112 KB\)](#)  
[Organizational Membership List as of 102324.pdf \(154 KB\)](#)

**Consent**

Approval of Consent AgendaAll items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject :	14.5 Receipt and Acceptance of the 2023-24 District Audit Report (10 Mins.)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	14. OTHER RECOMMENDATIONS
Type :	Action
Recommended Action :	It is recommended that the Board of Trustees receive and accept the 2023-24 audit report for the District, which will be filed by CWDL LLP with the State Department of Education, the State Controller, and the State Chancellor's Office prior to the December 31, 2024 due date.

**Public Content**

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor

**RECEIPT AND ACCEPTANCE OF THE 2023-24 DISTRICT AUDIT REPORT**

Attached is the audit of the San Mateo County Community College District funds, prepared by the Board-approved firm of CWDL LLP. The audit report covers the fiscal year ending June 30, 2024. A representative from the audit firm will be present to respond to questions.

**RECOMMENDATION**

It is recommended that the Board of Trustees receive and accept the 2023-24 audit report for the District, which will be filed by CWDL LLP with the State Department of Education, the State Controller, and the State Chancellor's Office prior to the December 31, 2024 due date.

**File Attachments**

[San Mateo County CCD Audit Report June 30 2024 - Finalized.pdf \(1,772 KB\)](#)

Subject : 14.6 Receipt and Acceptance of the 2023-24 Retirement Futuris Public Entity Investment Trust Audit Report (10 Mins.)

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category : 14. OTHER RECOMMENDATIONS

Type : Action

Recommended Action : It is recommended that the Board of Trustees receive and accept the 2023-24 audit report for the Retirement Futuris Public Investment Trust.

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor

### **RECEIPT AND ACCEPTANCE OF THE 2023-24 RETIREMENT FUTURIS PUBLIC ENTITY INVESTEMENT TRUST AUDIT REPORT**

Attached is the audit of the Retirement Futuris Public Entity Investment Trust for the San Mateo County Community College District, prepared by the Board-approved firm of CWDL LLP. The audit report covers the fiscal year ending June 30, 2024. A representative from the audit firm will be present to respond to questions.

#### **RECOMMENDATION**

It is recommended that the Board of Trustees receive and accept the 2023-24 audit report for the Retirement Futuris Public Investment Trust.

## File Attachments

[SMCCCD OPEB Trust Financials June 30 2024 - 11.21.24 Finalized.pdf \(388 KB\)](#)

Subject : 14.7 Receipt and Acceptance of the 2023-24 KCSM-FM Audit Report (10 Mins.)

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category : 14. OTHER RECOMMENDATIONS

Type : Action

Recommended Action : It is recommended that the Board of Trustees receive and accept the 2023-24 audit report for KCSM-FM, which will be filed with the Corporation for Public Broadcasting.

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor

### RECEIPT AND ACCEPTANCE OF THE 2023-24 KCSM-FM AUDIT REPORT

Attached is the audit of the KCSM-FM financial records, prepared by the Board-approved firm CWDL LLP. The audit report covers the fiscal year ending June 30, 2024. A representative from the audit firm will be present to respond to questions.

#### RECOMMENDATION

It is recommended that the Board of Trustees receive and accept the 2023-24 audit report for KCSM-FM, which will be filed with the Corporation for Public Broadcasting.

### File Attachments

[KCSM-FM Audit Report June 30 2024 -11.21.24 Finalized.pdf \(540 KB\)](#)

Subject :	14.8 Receipt and Acceptance of the 2023-24 General Obligation Bond Financial and Performance Audit Reports (10 Mins.)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	14. OTHER RECOMMENDATIONS
Type :	Action
Recommended Action :	It is recommended that the Board of Trustees accept the 2023-24 audit reports of the General Obligation Bond Fund.

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Richard Storti, Executive Vice Chancellor

### RECEIPT AND ACCEPTANCE OF THE 2023-24 GENERAL OBLIGATION BOND FINANCIAL AND PERFORMANCE AUDIT REPORTS

Attached are the financial and performance audits of the San Mateo County Community College District's general obligation bond fund prepared by the Board-approved firm of CWDL LLP. The audit reports cover the fiscal year ended June 30, 2024. A representative from the audit firm will be present to respond to questions. The audit reports will be presented to the members of the Citizen's Bond Oversight Committee as an informational item at their next meeting.

#### RECOMMENDATION

It is recommended that the Board of Trustees accept the 2023-24 audit reports of the General Obligation Bond Fund.

### File Attachments

[SMCCD Measure H Financial FY24 Audit Report.pdf \(660 KB\)](#)  
[SMCCD Measure H Performance FY24 Audit Report.pdf \(534 KB\)](#)

## 15. DISCUSSION ITEMS

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Subject : 15.1 Update on the Workplace Violence Prevention Plan (5 Mins.)

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category : 15. DISCUSSION ITEMS

Type : Discussion

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor  
PREPARED BY: Melissa Moreno, J.D., Chancellor

### UPDATE ON THE WORKPLACE VIOLENCE PREVENTION PLAN

As a result of California Senate Bill 553 (SB 553), all employers that fall within the scope of California Labor Code (LC) 6401.7 and LC 6401.9, are required to establish, implement, and maintain an effective, written Workplace Violence Prevention Plan (WVPP). The primary objective of the WVPP is to prevent workplace violence as follows: (1) establish and maintain an effective WVPP; (2) provide a safe working environment; (3) establish policies, training, and communications to improve workplace violence prevention; and (4) provide written records of workplace violence incidents and investigations, in accordance with the WVPP.

SMCCCD is committed to a culture of safety and violence prevention. The Workplace Violence Prevention Plan and the associated policies and procedures will bring positive changes to the workflow, business operations, and overall health and safety of SMCCCDs employees.

As requested by the Board of Trustees at its Regular Meeting on October 23, 2024, the attached report provides an update.

## File Attachments

[2024-1112 Workplace Violence Prevention Report.pdf \(197 KB\)](#)

Subject : 15.2 Introduction of Municipal Advisor: Isom Advisors (15 Mins.)

Meeting : Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES

Category : 15. DISCUSSION ITEMS

Type : Discussion

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor



PREPARED BY: David McLain, Executive Director of Community & Government Relations

## INTRODUCTION OF MUNICIPAL ADVISOR: ISOM ADVISORS

As part of an ongoing discussion around the district's capital improvement and scheduled maintenance fiscal strategy, district staff recently contacted municipal advisors to discuss assisting the district with exploring the potential of putting a general obligation bond on the ballot in 2026. Staff solicited proposals from and conducted multiple interviews with four highly qualified firms: Dale Scott & Company; KNN Public Finance; Fieldman, Rolapp & Associates, Inc.; and Isom Advisors (part of Urban Futures, Inc.). After carefully reviewing each company's proposal and record of successful bond measures, staff has invited Isom Advisors to present information about their firm, the current district bond program, and a potential new bond measure to the board.

Isom Advisors is a highly experienced firm with a proven track record in California, particularly with K-14 school districts. They have been the leading financial advisor to these districts for over 15 years, managing more bond transactions than any other firm. For the March 2024 election cycle, Isom Advisors served as the municipal advisor on 14 successful bond measures totaling over \$1.5 billion in new voter-approved capital facilities funding for K-14 districts throughout the state. For the November 2024 election cycle, Isom Advisors served as the municipal advisor on more than 70 successful bond measures totaling over \$7.0 billion in new voter-approved capital facilities funding for K-14 districts throughout the state.

The firm's proposal below outlines its qualifications, experience, scope of services, and fees, which would be contingent on the success of a general obligation bond election.

## File Attachments

[San Mateo CCD - 2024-12.pdf \(409 KB\)](#)

[San Mateo CCD - Proposal 2024-11.pdf \(399 KB\)](#)

Subject :	15.3 Free College in SMCCCD: SB 893 First Year Report AY 2023-2024 (15 Mins.)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	15. DISCUSSION ITEMS
Type :	Informational

## Public Content

TO: Members of the Board of Trustees

FROM: Melissa Moreno, J.D., Chancellor

PREPARED BY: Dr. Aaron D. McVean, Vice Chancellor of Educational Services and Planning

## FREE COLLEGE IN SMCCCD: SB 893 FIRST YEAR REPORT AY 2023-24

Senator Josh Becker (13<sup>th</sup> CA Senate District) introduced Senate Bill 893 ([SB 893](#)), co-authored by former State Assembly member and current U.S. Congressman Kevin Mullin and State Assemblymember Marc Berman, on behalf of the San Mateo County Community College District (SMCCCD) on January 31, 2022. SB 893 worked its way through the legislative process and was passed by the State Senate (with amendments from committees) and by the State Assembly (with amendments from committees). The bill was signed into law by Governor Newsom on October 31, 2022, and took effect on January 1, 2023. The bill allowed for the full-scale implementation of the Free College strategic initiative, building on the \$6.75M investment made by the SMCCCD Board of Trustees in 2021. The Board of Trustees will receive a report and presentation on the first full-year implementation of Free College in SMCCCD as authorized by SB893.

## File Attachments

[SMCCCD\\_SB893\\_FirstYearReport-FINAL.pdf \(246 KB\)](#)

### **16. COMMUNICATIONS**

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### **17. STATEMENTS FROM BOARD MEMBERS**

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### **18. RECONVENE TO CLOSED SESSION (if necessary)**

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Subject :	18.1 Reconvened to Close Session
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	18. RECONVENE TO CLOSED SESSION (if necessary)
Type :	Procedural

### **19. RECONVENE TO OPEN SESSION (if necessary)**

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Subject :	19.1 Reconvened to Open Session
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	19. RECONVENE TO OPEN SESSION (if necessary)
Type :	Procedural
Subject :	19.2 Announcement of Reportable Action Taken In Closed Session (if necessary)
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	19. RECONVENE TO OPEN SESSION (if necessary)
Type :	Procedural

### **20. ADJOURNMENT**

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Subject :	20.1 Adjourn
Meeting :	Dec 11, 2024 - REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
Category :	20. ADJOURNMENT
Type :	Procedural