AGENDA
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
October 24, 2018
Closed Session at 5:00 p.m.; Open Meeting at 6:00 p.m.
District Office Board Room, 3401 CSM Drive, San Mateo, CA 94402

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board welcomes public discussion.
- *The public's comments on agenda items will be taken at the time the item is discussed by the Board.*
- *To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items;" at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*
- *If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements should be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations." A member of the public may also write to the Board regarding District business; letters can be addressed to 3401CSM Drive, San Mateo, CA 94402.*
- *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three day notice. For further information, contact the Executive Assistant to the Board at (650) 358-6753.*
- *Regular Board meetings are recorded; recordings are kept for one month.*
- *Government Code §54957.5 states that public records relating to any item on the open session agenda for a regular board meeting should be made available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to the members of the Board. The Board has designated the Chancellor's Office at 3401 CSM Drive for the purpose of making those public records available for later inspection; members of the public should call 650-358-6753 to arrange a time for such inspection.*

5:00 p.m.   Call to Order

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

1. Conference with Legal Counsel – Existing Litigation (Government Code section 54956.9(d)(1)):
    a. San Mateo County Community College District v LocusPoint Networks, LLC, et al, Case No. 17CIV01534
    b. LocusPoint Networks, LLC, et al v San Mateo County Community College District, Case No. 17CIV01550
    c. LocusPoint Networks, LLC, et al. v San Mateo County Community College District, Case No. 17CIV04899
    d. Garza v. Skyline College and San Mateo County Community College District, Case No. 3:18-cv-01463
    e. Friends of the College of San Mateo Garden v. San Mateo County Community College District et al., Case No. S214061

2. Conference with Real Property Negotiator
    Property: Parcel of Land on Skyline College Campus
    Negotiating Party: Mitchell Bailey

3. Conference with Legal Counsel – Anticipated Litigation
    Significant exposure to litigation pursuant to Gov. Code, § 54956.9, subd. (d)(2): DFEH Matter No. 935123-317868

4. Public Employee Discipline, Dismissal, Release

5. Ratification of Confidential District Warrants

PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

RECESS TO CLOSED SESSION

RECONVENE TO OPEN SESSION

6:00 p.m.   Call to Order/Roll Call
**   Pledge of Allegiance**

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

DISCUSSION OF THE ORDER OF THE AGENDA

SWEARING IN OF STUDENT TRUSTEE

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

    18-10-2C   Recognition of Employees with 'Above and Beyond' Award

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

BOARD SERIES PRESENTATION – INNOVATIONS IN TEACHING, LEARNING AND SUPPORT SERVICES

    18-10-3C   Cañada College's STEM Academy: A Guided Pathways Pilot

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

    18-10-2A   Approval of Personnel Items: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel

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 for 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.

    18-10-1CA   Approval of Curricular Additions, Deletions and Modifications
                  Cañada College, College of San Mateo and Skyline College

    18-10-2CA   Ratification of July and August 2018 District Warrants

    18-10-3CA   Acceptance of Grant Funds from the U.S. Department of Education, Title V, in Support of Hispanic-Serving Institutions for Strengthening Pathways to Success in STEM (SP2S)

Other Recommendations

    18-10-1B   Approval of Cañada College Educational Master Plan

    18-10-2B   Approval of Modifications to Skyline College, College of San Mateo and Cañada College Mission Statements

    18-10-100B   Approval of San Mateo Athletic Club Fee and Plan Revisions

18-10-101B   Approval of Contract Award for College of San Mateo Building 17, Learning Communities Modernization Project

18-10-102B   Ratification of Amendment to Contract with Mosaic Transportation for Cañada College Shuttle Service

18-10-103B   Approval of Sole Source Services Agreement between San Mateo County Community College District and Bay Area Biotechnology Education Community (BABEC)

INFORMATION REPORTS

18-10-4C   District Equal Employment Opportunity Update

COMMUNICATIONS

STATEMENTS FROM BOARD MEMBERS

RECONVENE TO CLOSED SESSION (if necessary)

RECONVENE TO OPEN SESSION (if necessary)

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION (if necessary)

ADJOURNMENT

San Mateo County Community College District   October 24, 2018

BOARD REPORT NO. 18-10-2C

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Mitchell Bailey, Chief of Staff, 574-6510

RECOGNITION OF EMPLOYEES WITH 'ABOVE AND BEYOND' AWARD

The employees of the San Mateo County Community College District work with the highest level of professionalism and skill every day to provide quality learning opportunities in a safe, welcoming and supportive environment for all of our students. It is this dedication to our students, our colleges and our community that makes the District a very special place to learn, work and thrive.

From time to time, there are employees who go 'above and beyond' their normal course of work and duties to make a real impact on a student, a colleague, a campus or the community. Such a circumstance has occurred at College of San Mateo with the "Caps for Cancer" initiative, which makes hats for children (toddlers through teens) going through cancer treatments at Lucille Packard Children's Hospital at Stanford. The initiative was launched by San Mateo Athletic Club (SMAC) General Manager Diana Thomas and College of San Mateo Lab Technician Cassandra King.

Early last summer, Ms. Thomas brought a large amount of yarn to the College of San Mateo Library Maker Space for the sole purpose of knitting caps for newborn babies and children undergoing chemotherapy. Both Ms. Thomas and Ms. King organized the first event in July, which was attended by more than 25 participants. To augment this effort, they also placed donation bins at the College of San Mateo Library and SMAC so students, SMAC members and community supporters could contribute caps they made. To date, this initiative has collected more than 400 caps to children being treated for cancer.

For their leadership and kindness of spirit, the Board of Trustees will recognize and honor Diana Thomas and Cassandra King for going 'Above and Beyond'.

President's Report to the Board of Trustees

Dr. Regina Stanback Stroud

Censorship to Citizenship: Learning Commons Events Challenge Us All to Speak Out

FROM CENSORSHIP TO CITIZENSHIP: LEARNING COMMONS EVENTS CHALLENGE US ALL TO SPEAK OUT

Essential ideas championed by American libraries — the freedom to read what we want, the role of books in an informed democracy, and the rights of citizens and citizenship — received a flurry of attention during September at the Learning Commons.

Special events marked "Banned Books Week," a national awareness event showcasing books historically excluded from schools and libraries. Among the banned books that flew off the library's shelves during the month were 24 favorites handpicked by Skyline College students, faculty and staff in a survey. On September 27, selections from many of these were featured at a banned books reading before a packed house at the library. Each reader chose passages or scriptures to share while giving background on the reason behind the book being banned.

Librarian Pia Walawalkar read from Salman Rushdie's *Satanic Verses*, Music Professor Zachary Bruno read from *The Bible*, English Instructor Monique Iles read from Virginia Woolfe's *Ms. Dalloway*, Interim Dean of the Language Arts Division Chris Gibson read from Chinua Achebe's *Things Fall Apart,* English Instructor Katherine Harer read from *Ulysses*, and Interim Dean of Social Sciences/Creative Arts Division Danni Redding Lapuz read from Margaret Atwood's *The Handmaid's Tale*.

"Banned or Not?" an interactive library exhibit, challenged students to guess which ones, from a selection of books, had been banned in the past. The exhibit was accompanied by "Censorship by the Numbers" literature to answer vital questions about the why's and how's of censorship in America.

A Citizenship Day booth, hosted by the Skyline College Dream Center, the USA student club, and the Learning Commons, gave students a place to voice resistance to current immigration policies while also promoting awareness, through shared messages of support for Skyline College's nearly 400 undocumented students who live, work, and study without the protections of citizenship. The library has a core collection of books about undocumented immigrants on display through October.

San Francisco Peninsula People Power came to the Learning Commons on September 25 to promote Voter Registration Day and help people register to vote. Additional voter registration forms are available through October at an Exercise Your Rights information table in the library.

During October, the Library is recognizing National Hispanic Heritage Month with a mini-exhibit of books by LatinX authors and a poetry reading by English Instructor Brandon Diaz on October 8, 2018 at 1:00 p.m. – 2:00 p.m., in Skyline College Library. See you there!

Article by Jessica Silver-Sharp | Photo by Marisa Thigpen

SKYLINE COLLEGE LEARNS, CONNECTS, AND COLLABORATES AT FLEX DAY

On Flex Day, October 10, 2018, nearly 200 staff, faculty, and administrators joined together to enhance connections across the campus and reconnect to our zest for transformative teaching and learning. Beginning with a keynote by Dr. Darrick Smith, the CTTL sponsored program focused on fostering student success. As Dr. Smith made clear -- in his signature impassioned and approachable way -- community college educators have the unique opportunity to "incite learning like a riot ... for anyone capable of profiting from the instruction offered."

Early feedback suggests that the message resonates at Skyline College. In the words of Barbara Corzonkoff, Academic Senate Co-Representative for Adjunct Faculty, "the keynote speaker was enlightening and the sessions were all so inviting it was hard to pick just one."

Nicole Porter, ECE Instructor, agrees: "I enjoyed the speaker and session on 'Being Student Ready'. I was inspired and left with tools and strategies to continue being a reflective practitioner and to engage my fellow educators".

Other highlights included a focus: on undocumented students; highly effective educational practices in and out of the classroom including grading, affective pedagogy, and themes in general education; and understanding the new student experience. Thanks to a generous donation from bookstore manager and Skyline College alumnus, Kevin Chak, the day ended on a sweet note with dessert and a raffle. Congratulations to professor Hellen Zhang who won the grand prize - a brand new Chromebook!

Throughout the event, the strong presence of classified staff and adjunct faculty was a welcome occurrence. As Classified Senate President Michele Haggar points out, "Closing the campus made it possible for staff to engage in critical conversations that enhance our ability to serve students in the best possible way." When asked about flex day, Jesse W. Raskin, CTTL Coordinator, replied, "We know that effective instruction leads to more student success. Today was all about investing in educators as a way to support students. I hope that everyone had an 'aha' moment and I'm eager to see how we develop these ideas, together."

The Center for Transformative Teaching and Learning (CTTL) aspires to advance student success, equity, and social justice through offering opportunity for professional development. The CTTL is available to faculty, staff, and administrators for consultation on all things teaching and learning. For more info or to make an appointment to enhance your practice as an educator, link to http://skylinecollege.edu/cttl/about.php.

By Jesse W. Raskin and Rika Yonemura-Fabian

SKYLINE COLLEGE HOSTS DR. ANTHONY BROWN FROM THE UNIVERSITY OF JOHANNESBURG, SOUTH AFRICA

The Global Learning Programs and Services Division and SMCCCD Study Abroad hosted Dr. Anthony Brown and Dr. Mabatho Sedibe, visiting faculty from the University of Johannesburg, South Africa, on Tuesday, October 2, 2018.

Dr. Brown collaborated with Skyline College's South Africa Study Abroad program in 2017 and 2018 at the University of Johannesburg. He led a session on cultural identity in South Africa for SMCCCD students as part of Professor Danielle Powell's two-week Intercultural Communication course. Many students found Dr. Brown's session to be a watershed moment of their respective academic experiences. His lecture on October 2, 2018, however, was the first time that he gave a lecture to Skyline College students in the U.S.

Dr. Brown presented his lecture, Humanizing Education through the Spirit of Ubuntu to over 50 students, staff, and faculty. Ubuntu is an African philosophy that connects human existence and well-being as a collective responsibility. Dr. Brown shared his life journey and intersecting identities with students. He explained how education was what allowed him to break out of the script South African society had pre-written for him. He described the Power of the Decimal (e.g., 30.0 is greater than 5.00), explaining that no matter what number of resources we begin with in life, education is a tool to move the decimal over. He encouraged students to use education to move their decimal, to find their identity, to write their script, and to make positive changes in society.

Later in the afternoon, Dr. Brown hosted an interactive workshop for students in the ASTEP Learning Community and Women's Mentoring and Leadership Academy. The workshop, titled The Self in the Learning Space: Education for the Realities of Today and a Hopeful Tomorrow, incorporated many of the key themes that students learned during the summer Study Abroad Program in South Africa.

Dr. Brown graduated with a Doctorate of Education in Inclusive Education from the University of the Birmingham in the United Kingdom. He holds a Masters of Arts (Special Educational Needs) from Leeds University in the United Kingdom and a Bachelor in Education (English) from the University of Namibia. He is currently a Senior Lecturer in the Department of Educational Psychology at the University of Johannesburg.

Article by Stephanie Wells | Photo by Zaid Ghori

SKYLINE COLLEGE PASSPORT OFFICE INCREASES HOURS OF OPERATION

The United States Passport Office at Skyline College is excited to announce our new and extended hours of operation. Effective October 1, 2018, the new hours of operation are:

- Monday, Wednesday, and Friday: 9:00 a.m. – 6:00 p.m.
- Tuesday, and Thursday: 9:00 a.m. – 4:00 p.m.

Skyline College Passport Services is a recipient of Skyline College's President's Innovation Fund for 2017-18 and part of the Global Learning Programs and Services Division in Building 2, Room 2-319B. We also offer on-site passport photo services for $8. For questions or to schedule an appointment, please visit our website at www.skylinecollege.edu/passport or call (650) 738-4252. Email inquires can be sent to skylinepassportservices@smccd.edu.

The U.S. Department of State determines eligibility for a U.S. Passport and makes the final decision to issue a passport to an applicant. As a Passport Acceptance Facility, we are authorized to receive completed applications for a U.S. Passport and submit the application along with all necessary documentation to the U.S. Department of State.

Article and Photo by Zaid Ghori

Financial Aid Awareness Day
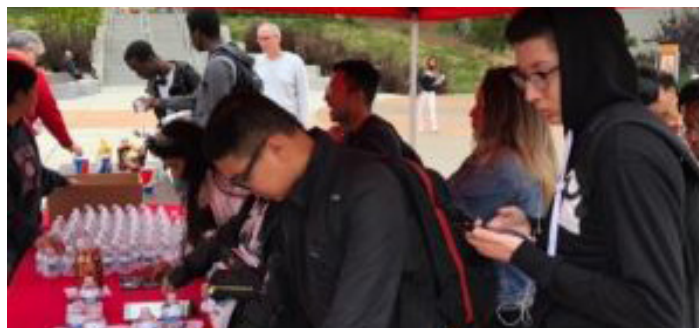
On Thursday, October 4, the financial aid office hosted its fall Financial Aid Awareness Day attracting over 150 students. The event promoted the new 2019-2020 FAFSA and California Dream Act application which opened for students to apply on October 1, 2018.

 Students were invited to learn some of the new changes and features that rolled out with the 19-20 applications such as the myStudentAid mobile app which allows students and their families to complete the FAFSA on their smartphones. Free Costco Hot Dogs were provided to students after completing a brief survey regarding their current use of financial aid which includes the

California College Promise Grant (CCFG) fee waiver, grants, scholarships and the Federal Work-Study program.

Students were also exposed to the fall financial aid workshops and the upcoming scholarship season. The financial aid office will be hosting a Scholarship Kickoff event on November 5, 2018. For more information or questions regarding financial aid, please visit the website: www.skylinecollege.edu/financialaid.

Article and Photo by Jeremy Evangelista-Ramos

Automotive Department Partners with Ford

The Skyline College Automotive Department is now an official partner with Ford Motor Company. Through sponsorship from Serramonte Ford, the Skyline College Automotive Department is now part of the Ford ACE (Automotive Career Exploration) program. Ford Motor Company, in conjunction with Serramonte Ford, is working on donating a 2014 Ford Focus to be used for training. Additionally Ford is providing educational training for staff and students along with equipment donations which will enhance the training for our students on Ford Technology. "Our students will benefit greatly from this partnership which in turn benefits Skyline College and the Automotive Program."

Serramonte Ford is offering internships for students interested in working on Ford products. The Skyline College Automotive program is excited about working with Serramonte Ford and Ford Motor Company as we work toward enhancing the education of our students while staying connected to our employers and our community.

Article by Thomas G. Broxholm

PEER MENTORING: CREATING A COMMUNITY OF STRONG LEARNERS

College can be confusing, and students often find themselves overwhelmed. Peer Mentors are here to help ease the adjustment to college life!

The Learning Center Peer Mentoring program at Skyline College has served over 150 students in September by leveraging the skills of experienced Skyline College students to help their fellow students succeed. Our eight peer mentors are trained to facilitate academic and personal success for their fellow students through practical skill development by:

- Building mentee's knowledge of college resources
- Promoting development of educational, leadership, career, and learning goals
- Fostering social engagement and a sense of belonging to large and small campus communities
- Increasing student engagement with their academics

The Peer Mentoring program works closely with Promise Scholars, Counseling 100 Faculty, Middle College, and other programs across campus to provide workshops customized to student needs. Workshops planned for Fall 2018 include:

- Navigating Your First Year in College
- Introduction to Microsoft Word
- Be Web Savvy: Tips & Tricks
- How to Connect to Your Professor
- Time Management & Organization

For additional information about Peer Mentoring, our current mentors and workshops, or how to schedule an appointment, please visit our website at https://skylinecollege.edu/peermentors/

Article by Raymon Gutierrez and Chelssee De Barra | Photo by Zaw Min Khant

BETA THETA OMICRON'S RESEARCH IS PUBLISHED

Beta Theta Omicron's Honors In Action project, "Human Microbiomes and How the Earth Works," was published in the 2018 edition of *Civic Scholar: Phi Theta Kappa Journal of Undergraduate Research*. This journal features substantive research and community engagement by community college scholars. The 2017 Honors Study Topic was How the World Works: A Global Perspective. For their 2017 project, chapter members, led by Thanh Nguyen and Shelvana Cai, investigated the prevalence of methicillin-resistant Staphylococcus aureus (MRSA) bacteria in our community.

Projects selected for publication in Civic Scholar begin as chapters' investigations into Phi Theta Kappa's honors study topic. Chapters then narrow their focus to a particular theme and develop research questions related to their chosen theme. Ultimately, students turn their research into action by using their findings to fill specific community needs. To be considered for publication in Civic Scholar, a chapter must enter submit a Hallmark Awards entry for the chapter's Honors in Action project.

Beta Theta Omicron's article and the Civic Scholar table of contents are at http://skylinecollege.edu/boo/assets/documents/civic_scholar2018.pdf.

Article by Christine Case

UPCOMING EVENTS

TRANSFER SEMINARS
Now - December 7, 2018
Bldg. 2, Rm. 2-351

SCIENCE IN ACTION LECTURE SERIES
October 24, 2018
4:30 p.m. - 5:30 p.m.
Bldg. 7, Rm. 7-104

KAPPA BETA DELTA INITIATION
October 29, 2018
3:00 - 6:00 p.m.
Bldg. 6, Rm. 6-202

EQUITY SUMMIT
November 2, 2018
8:30 a.m. - 4:30 p.m.
Bldg. 1, Skyline College Theater

LGBTQ+ EQUALITY FORUM
November 1, 2018
12:30 p.m. - 4:00 p.m.
Bldg. 4, Rm. 4-240

President's Report to the SMCCCD Board of Trustees

President Michael Claire ~ October 19, 2018

" Student Voice

"It sounded like a good idea, going back to school to try something that I've always wanted to do but never thought I could. It's obviously a beautiful campus. That's what hooked me, and I thought, 'I gotta stay now!'"

New Career and Workforce Hub Connects Local Employers to Job-ready Students

In a healthy economy, it can be difficult for companies to find employees with the right skills and training. That is why CSM has created the Career and Workforce Hub to connect Career and Technical Education (CTE) students and alumni with employers. The Hub bridges the gap between employers and students by providing students with career exploration and preparation services, and working with businesses to create internships and employment placement.

College of San Mateo

The Career and Workforce Hub is headed by CSM's Director of Career Education, Ashley Phillips, who benefited from a pivotal internship opportunity early in her own career. She studied public administration and planned to work in human resources. "I had an internship in human resources," says Phillips. "Although I liked the people, the actual work wasn't fulfilling enough." That single internship experience helped her focus on her passion and pursue a career in her field that is personally rewarding.

Her vision, along with the Hub's, is to ensure that students have enriching experiences that help them build skills and focus on the careers they will have once they complete a class, certificate or degree at CSM.

The Hub reflects the increasing need for students to focus on their education and professional career aspirations concurrently. It allows CSM to respond to urgent economic and community needs and create access for underrepresented students.

With the Hub, students and alumni can work on the tools they need to secure an internship or job such as resume writing, interviewing skills, LinkedIn profile optimization and networking. The Hub also sponsors a speakers series, networking events and opportunities to connect to experts for informational interviews. Employers can work directly with the Director of Career Education to advertise open jobs and internships and develop a pipeline of trained candidates.

Students or alumni who need help updating a resume and LinkedIn profile, or finding an internship to explore their major, may reach out to the Career and Workforce Hub for assistance. Employers looking to access skilled local employees can contact the Hub at (650) 574-6296.■

SparkPoint CSM Center Opens to Help Address Students Needs

College students are challenged every day by the cost of living in the Bay Area. Many struggle with bills, debt and food insecurity. In order to support their educational goals, College of San Mateo has partnered with United Way Bay Area to bring a SparkPoint Center to its campus.

The SparkPoint Center offers financial coaching, benefits enrollment and access to free groceries.

The SparkPoint CSM Center primarily serves College of San Mateo students, but is open to the entire San Mateo community. Coaches work with clients for up to three years to create a step-by-step plan to set and achieve personal financial goals. Students learn how to understand and budget their financial aid refunds and other sources of income, as well as credit history and how to build or repair credit scores.

SparkPoint can also arrange free tax preparation assistance with the Volunteer Income Tax Assistance (VITA) program. And in partnership with the San Mateo Federal Credit Union, SparkPoint helps clients manage their checking and savings accounts, including access to discounted or free banking services.

The SparkPoint coordinator helps students find, apply for, and manage their access to public benefits such as CalFresh, MediCal, and the Special Supplemental Nutrition for Women, Infants and Children (WIC) program.

The CSM SparkPoint Food Pantry

College students in the Bay Area are increasingly facing food insecurity, so SparkPoint CSM features a food pantry stocked with a variety of healthy options. It has dry and canned goods such as beans, rice, cereal, and pasta and perishables like milk, eggs, cheese, chicken, and fruit and vegetables. Second Harvest provides the food and students and community members can receive free groceries once a week.

Discounted Grab & Go Meals for Students

SparkPoint has partnered with the Bulldog Bookstore, Second Harvest, and Associated Students of CSM to provide an innovative new discounted meal program for students. CSM Grab & Go meals are available at the Bookstore to CSM students with ID. Meals include a sandwich, a few snacks (a piece of fruit & string cheese), and a bottle of water for $5 (a retail value of about $9). Modeled after a similar program at Cañada College, CSM's Grab & Go program has already distributed more than 500 meals in its first month.

Finally, SparkPoint has also replicated an initiative started at Skyline College called SparkPoint Snacks that provides baskets around campus with free snacks for students. The baskets are distributed at key student support offices like EOPS, the Career Center, and the CSM STEM Center.

United Way Bay Area has now opened 22 SparkPoint Centers in the region. All three SMCCCD colleges now have a SparkPoint Center (SparkPoint Skyline College opened in 2010 and SparkPoint Cañada College in 2015). The centers have been immensely successful:

- Clients see an average monthly salary increase of $807 after two years in SparkPoint

- 74% of SparkPoint clients maintain their financial goals moving forward

- 4,656 people have received one-on-one financial coaching

Together, CSM, Cañada College and Skyline College have distributed more than 200,000 pounds of feed and provided financial counseling to more than 200 students in the past year.

SparkPoint CSM is headed by Emily Barrick, a licensed physician assistant and the director of the CSM Wellness Center, and Program Coordinator Nicole Salviejo.

CSM will celebrate with a Grand Opening for the new SparkPoint Center on Wednesday, November 14 in College Center Building 10, from 11:30-2:30 pm. This event is open to all students, faculty, staff, and community members. See CollegeofSanMateo.edu/Sparkpoint for details. College of San Mateo gratefully acknowledges its partners, United Way Bay Area, San Mateo Federal Credit Union and Second Harvest.■

Record Turnout for Faculty and Staff at Fall 2018 Flex Day

More than 170 CSM faculty and staff took part in a day of presentations, panels and professional development workshops designed to engage the campus community for Flex Day on October 10, twice as many as attended last year. It was the highest number of faculty and staff attending a non-mandatory Flex Day. CSM closed its administrative offices so that all staff could attend.

The day began with College updates by President Mike Claire, Academic Senate President Jeramy Wallace, and Classified

Senate President Fauzi Hamadeh. President Claire shared the progress on CSM's Educational Master Plan (first draft is ready for campus circulation); the searches underway for Vice President of Instruction, Dean of Language Arts, and Dean of Planning, Research, Innovation and Effectiveness; accreditation (institutional report will be finished this summer with a site visit in fall 2019); budget and the revival of a campus Finance Committee; and the stellar performance of CSM's first year of the Year One Promise program. Jeramy Wallace, entertained the audience with a report on academic senate business while holding his five-month-old son, Charlie, in his arms. The Classified Senate report covered updates on the new transportation committee and the importance of staff getting more involved.

CSM's Guided Pathways team presented two sessions. In the first, a packed house listened to a panel of four students discussing their experiences with student support services and the challenges they face at CSM. The GP team then provided an overview of the process to date at CSM and the next steps as CSM focuses on designing its new pathways this spring. Faculty and staff also flocked to sessions on program review, employee benefits, educational equity, supporting undocumented students, and other topics. ■

Former Prime Minister of Australia Speaks at CSM

More than 100 CSM students had the opportunity to hear the former Prime Minister of Australia speak on campus. The Honorable Kevin Rudd, who served as Prime Minister of Australia from 2007-2010 and again in 2013, spoke in the CSM Theatre on September 13 about U.S.-China relations.

Mr. Rudd served as Australia's 26th Prime Minister (2007-2010, 2013) and as Foreign Minister (2010-2012). He led Australia's response during the global financial crisis, reviewed by the IMF as the most effective stimulus strategy of all member states.

He is a Distinguished Fellow at Chatham House in London, a Distinguished Statesman with the Center for Strategic and International Studies in Washington, and a Distinguished Fellow at the Paulson Institute in Chicago.

The event was sponsored by the Asia Society of Northern California. It is believed to be the first time a former head of state has visited the College of San Mateo campus. ■

Former CSM Track Coach Joe Mangan Inducted into Hall of Fame

This summer, the inspirational former CSM Track Coach Joe Mangan was inducted into the California Community College Cross Country/ Track and Field Coaches Association Hall of Fame. The induction ceremony was held August 4 at the group's annual convention in Walnut Creek.

For nearly 40 years, Joe Mangan has served student-athletes in California, with the past 35 at a California community colleges. Mangan served as head coach at CSM from 1996 to 2016. During his coaching career, Mangan

guided 96 conference champions, 24 regional champions and 12 state champions in track & field along with 19 top 10 regional finishes and 5 top 10 state finishes as a team. In cross country, he guided 3 regional cross country individual champions and 5 top ten individual finishers at the state championships. Mangan was named the 2013 California Community College Men's Track & Field Coach of the Year.

Mangan's coaching career began in 1981 at Homestead High School in Cupertino. He continued on to coach at Foothill College, Indiana University, where he helped lead the Hoosiers to two Big Ten Conference Indoor Championships and many other honors.

When CSM installed a new track facility, Mangan graciously welcomed other teams by putting on 40 track meets (2006-2016), including four CCCAA State Track and Field Championships.

Mangan also remains active at CSM where he has served on the Academic Senate and on numerous campus wide committees. A trusted friend, advisor and mentor, Mangan has guided and inspired countless numbers of athletes and coaches.■

CSM Softball to Play Stanford on October 25

For the second consecutive year, the Bulldog Softball team will play Stanford in a fall match. The action begins at 5pm on Thursday, October 25 at Boyd and Jill Smith Family Stadium on the Stanford campus.

The game gives both teams a chance to gain experience in non-league competition early in the season. For the Bulldogs, it's a chance to play a NCAA Division I team at a faster speed than usual. And there is the thrill of playing at Stanford stadium -- an opportunity most players in the Bay Area grow up only dreaming about. The team is excited for the game and looks forward to seeing CSM supporters in the stands! ■

Visual Artist Pantea Karimi Joins CSM Faculty

CSM has added an exciting new adjunct faculty member to its extensive roster of working artists. Pantea Karimi is a well-established artist who works in installation art, prints, virtual reality and video projection. Her work is in public and private collections around the world. She has exhibited in Iran, Algeria, Croatia, the United Kingdom and the United States. A new exhibition of her multimedia work, "Visual Thinking: Six Ways of Picturing Knowledge," opened recently at MIT's Rotch Library gallery. It will be on view through December 14.

Karimi will be teaching drawing and graphic design courses in Spring 2019. She is based in Palo Alto. Learn more about her work at panteakarimi.com. ■

CSM Events Highlights
October-November 2018

Career Awareness and Exploration Fair
What's Your Why? Purpose, Path, Possibilities
Wednesday, October 24, 2018
11 am - 2 pm
CSM College Center Building 10, Bayview Dining Room

CSM Students can meet professionals from a range of job fields, ask our speakers about career pathways, learn about new opportunities, and explore possibilities.

CSM Softball vs. Stanford
Thursday, October 25, 2018
5 pm
Stanford University

Come out and cheer on the Bulldogs!

The Escalation Workshop
Thursday, October 25, 2018
4 pm - 6 pm
CSM Building 16, Room 206

One in three women and one in four men will be in an abusive relationship in his or her lifetime. The Escalation Workshop consists of the eye-opening film, Escalation, followed by a guided discussion led by CSM's Mental Health Peer Educators.

21st Annual Fall 2018 Health Fair
Wednesday, October 31, 2018
10 am - 2 pm
CSM College Center Building 10, Bayview Dining Room

Healthcare professionals and agencies from the community will be available to offer a wide variety of health assessment services and health education information. The Health Fair is open to all students, faculty, staff and the community.

Dia de los Muertos Community Celebration
Thursday, November 1, 2018
10:00 am - 2:30 pm

CSM's annual Dia de los Muertos celebration features dance and music performances, art, a car show, face painting, and altars/ofrendas by many campus and community groups.

CSM VROC Toys for Tots Toy Drive
November 2 – December 6, 2018
Central Hall Building 16, Room 150

Join the CSM Veterans Resource Opportunity Center (VROC), CSM Veterans Club and the US Marine Corps Reserve in spreading holiday joy by donating new and unwrapped toys to our Toys for Tots toy drive.

CSM Blood Drive
Thursday, November 8, 2018
10 am - 4 pm
CSM DaVinci Lot 3

Be a hero and save lives!

CSM Baseball vs. West Valley
Friday, November 9, 2018
2 pm
CSM Baseball Field

Come out and support the Bulldogs!

The Sky Tonight Planetarium Shows
Friday, November 9, 2018
7:30 pm - 9:30 pm
CSM Planetarium

Come for a live presentation about what's visible in the night sky tonight, followed by a full dome immersive movie about fascinating topics in astronomy! The 50-minute show runs twice, at 7:30 and 8:30 pm.

Cañada College
Report to the
SMCCCD Board of Trustees

October 24, 2018

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Cañada College

Artistry in Fashion Celebrates 29th Year

The Cañada College Fashion Department threw its 29th Annual Artistry in Fashion event on September 29. To show support for the department and community, more than 65 designers showcased various items, including: clothing, jewelry and accessories. Many of the designers traveled throughout the West Coast to share their own take on fashion and design. Fashion students were even given the opportunity to "walk to runway" in designer's uniquely picked styles.

As the event took place, several designers shared their thoughts of Cañada's tradition and what it means to them. Nassim Nouri of Blue Donya Jewelry shared that Artistry in Fashion gives a lot of inclusivity to people of different styles. She stated, "this event allows much forward thinking and unique characters to come and shop around. There's something for everyone." A common theme among them all was that they found the event to be less about designer's creations and more about supporting the College and community.

After speaking with Ronda Chaney, Faculty member and Coordinator of the Fashion Department, she explained that the Fashion event has a much greater impact than just a profit. Every year is another opportunity for students to deepen their skills in event planning as well as get the inside look of what it's like to work in the apparel industry. Some have even received job opportunities through this event! Above all, the main purpose of Artistry in Fashion is to raise scholarship money for the Fashion Department and Bookstore textbook rentals. Thank you to the Fashion Department for contributing creativity and support to the Cañada and greater community!

Chinese Delegations Visit Cañada College

Cañada College recently welcomed two visiting delegations from China. On September 21, the College hosted 25 delegates from Quzhou City, China who learned about the College and California Community College system. After the meeting, the group mentioned that they could not wait to share what they learned with the other teachers in Quzhou. A special thank you to the International Student Center and Cañada Outreach Department for coordinating the visit as well as Allison Hughes who presented about instructional technology.

Chinese Delegations Visit Cañada College (cont.)

A separate group visited campus on Wednesday, October 10 where Dr. Jamillah Moore and Dr. Tammy Robinson welcomed delegates from US-China Exchange Council. The delegation had the opportunity to connect with members of the campus and District community, including representatives from our International Student Center, STEM Center and Silicon Valley Intensive English Program (SVIEP). The visiting group learned a lot and very much enjoyed their time on the Cañada College campus.

Students Connect with Prospective Employers at Job Fair

The Cañada College Career Center hosted its annual Job Fair on October 3. Sixty four various employers were welcomed by a turnout of more than 300 students. As the two-hour event progressed, many students were able to gain insight on great job opportunities throughout the Peninsula. Students were also given the chance to take a portrait picture for their LinkedIn/ Other Social Media profiles. Thank you to everyone who volunteered their time to make the event successful. For those who missed the event, the Career Center will host another Job Fair in April 2019.

Mark your calendars for the upcoming Internship Fair, which will be held on November 7. There, students will have a chance to network with companies looking to hire part-time and summer interns - some of which can lead to employment opportunities!

Student Athletes Balance Success on the Field and in the Classroom

Cañada Colts Athletics are off to a great start this year! The teams participating in the Coast Conference this Fall include: Women's Volleyball, Women's Soccer, Men's Basketball and Men's Soccer. The Colts Women's Soccer Team is currently first place in Conference play with a record of 5-0-1.

These students are much more than just athletes; they are full-time learners with multiple responsibilities both on and off of the field. Sophomore Zoe Bell, for example, has been a major influence on the Women's Soccer Team and in her community.

Student Athletes Balance Success on the Field and in the Classroom (cont.)

Not only has her ability to anticipate the opposing defense contributed to the team's victories but also her overall character and dedication to others. Bell, on top of being an avid athlete, is currently majoring in Early Childhood Education and finds time to coach eight-year old girls at the Palo Alto Soccer Club.

Bell, and many of Cañada's other athletes, have proven that Athletics have served as a great teaching tool as well as a deeper learning environment. Colt Athletes have been successful in developing important decision-making skills and have taken full advantage of the College's Support Services, such as Cañada College's Community of Learning Through Sports (COLTS), which is a cohort of intercollegiate student athletes who want to achieve success in both the classroom and in their respective sport. Participation in COLTS is designed to help student athletes take advantage of academic resources on campus, and to help them to build strong study skills, communication skills, and writing abilities with the goal of improving their overall educational performance.

Many sacrifices have been made in each athlete's lives to find the balance between their love for the game and their education. With this, the Cañada College Athletics coaches have been able to help through these processes to ensure the Colts are students first. Go Colts!

Student Success Story: Interior Design Alum, Alina Halloran

Alina Halloran has been involved in creative fields for most of her adult life, and understands the impact that functional and beautiful design can have on our lives. Prior to starting her interior design business, Alina worked in public relations and marketing communications roles for ASX listed companies in her hometown of Sydney Australia. After living in the United Kingdom for several years, Alina relocated to Silicon Valley in 2010. Her passion for design led her to study Interior Design, and Kitchen and Bath Design, at Cañada College. Alina worked with established Bay Area interior designers and started her own firm, Alina Halloran Design, in 2013.

Alina holds a Bachelor of Arts, a Master of Business (Marketing), a Certificate of Interior Design and a Certificate of Kitchen and Bath Design. She is an Allied member of the American Society of Interior Designers (ASID) and a member of the National Kitchen and Bath Association (NKBA). She recently won two national 2018 ASID Silver Awards for her work. We sat down with this Cañada College alum and asked her some questions about her time in Cañada College's Interior Design Program and her career.

Student Success Story: Interior Design Alum, Alina Halloran (cont.)

Were you considering going to another college in the area to student Interior Design before deciding to go to Cañada College? What made you decide on Cañada College?

I looked at various Interior Design courses offered throughout the Bay Area; San Francisco, Berkeley, certificate, undergraduate course, graduate courses—everything. I knew I wanted to start my own business, and I needed to know the nuts and bolts of Interior Design. I decided on Cañada College for the quality of the courses, along with convenience, and cost. Once I tried the first class, I knew the program would offer everything I needed to start my business.

What do you love most about the Interior Design Department at Cañada College?

Being able to tap into the knowledge and experience of the instructors was a gift. They know so much about the various aspects of Interior Design and always have something to offer or teach. Having a great bunch of motivated students was super too. Everyone was there to learn and be inspired.

Do you feel the Interior Design Program at Cañada College prepared you for your career in Interior Design?

Without a doubt! The subjects provided a great foundation; the extracurricular activities extended your knowledge, and having speakers come in to be able to talk to was excellent.

What is next in your career?

Building my business, improving the way I operate and hopefully taking on a staff member or two is in my next 5-year plan.

What advice would you give to current Interior Design students at Cañada College?

Ask questions to find out what you don't know, continually learn about things that interest you within the industry, meet people, read blogs and magazines, go to show rooms, join the industry associations and go to product seminars. You have to make it happen by working hard, knowing the industry, and thinking about and planning what's next. Most of all don't be afraid to try something new, especially if it's something that you're passionate about!

PHOTOCOLLAGE: Cañada Celebrates Transfer Month

Cañada College proudly celebrates Transfer Month! October is traditionally when CSU and UC application season begins and throughout the month, the Cañada College Transfer Center celebrates by offering several workshops and activities including "Transfer Tuesday" where faculty and staff to wear gear from their Alma Mater each Tuesday throughout October! Students are encouraged to approach faculty and staff to ask questions about the university's faculty and staff attended. This not only creates closer relationships between students and employees, it also helps students to feel comfortable asking questions about transfer and discover that transfer is an option that is within their reach.

The College also hosted its annual Transfer Day on October 16 where students had the opportunity to meet with the representatives from 55 in-state and out-of state universities. The event was a great time for students to gather information about the university's programs, admission requirements, their services and financial aid and scholarship availability.

Campus Announcements

San Mateo County Community College District   October 24, 2018

BOARD REPORT NO. 18-10-3C

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Tammy Robinson, Vice President of Instruction, Cañada College, 306-3298

CAÑADA COLLEGE'S STEM ACADEMY: A GUIDED PATHWAYS PILOT

The STEM Center at Cañada College was created to foster the study of Science, Technology, Engineering, and Math (STEM) and to support students pursuing their education in STEM. The Center offers extensive programs, services and academic support for all students taking STEM courses, as well as a collaborative space for study groups, tutoring, and STEM club meetings. The high impact learning with support has created results that have closed the achievement gap for all students.

The STEM Center at Cañada College has been in existence with the aid of many federal grants. The Center reaches many underserved students who would not ordinarily believe that they would be successful in STEM. In addition, faculty remain dedicated to fostering the success in the center. This would not be possible without a strong and dedicated staff.

The STEM Center team will provide the Board with an overview of the Center's activities, achievements and challenges moving forward.

San Mateo County Community College District   October 24, 2018

BOARD REPORT NO. 18-10-2A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: David Feune, Director, Human Resources, 358-6775

APPROVAL OF PERSONNEL ITEMS

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.

A. ADMINISTRATIVE APPOINTMENT, REAPPOINTMENT, ASSIGNMENT AND REASSIGNMENT
(NP = New position, * = New Employee)

Cañada College

Lisa Webb*   Interim Director of Workforce Development   Business, Design
                                                                                               & Workforce

New interim academic supervisory assignment, effective October 3, 2018, replacing Alex Kramer who transferred to College of San Mateo.

District Office

Peter Fitzsimmons*   District Budget Officer   Administrative Services

At its meeting on September 26, 2018, the Board approved a new administrative assignment for Peter Fitzsimmons, effective October 29, 2018, replacing Rachelle Minong who retired. A correction is being made to this item. The classification of the employment needs to be changed from administrative assignment to classified supervisory exempt employment.

B. PUBLIC EMPLOYMENT

1. New Hires (NP = New Position, * = New Employee)

College of San Mateo

Tammy Holleman*   Athletic Trainer   Kinesiology

New part-time (48%), 12-month classified employment, effective September 29, 2018, replacing Sabrina Deans who resigned.

District Office

Lynn Kwan*   Senior Programmer I   ITS

New full-time, 12-month classified employment, effective October 22, 2018, replacing Pui Wa Wan who resigned.

2.   Re-Employment

None

C.   REASSIGNMENT THROUGH THE HIRING PROCESS

College of San Mateo

Ashley Phillips   Director of Career Education   Business/Technology
                                (Funded by the Strong Workforce Program)

Reassigned from a full-time, 12-month Industry Relations Manager position (Grade 189E of the Academic-Classified Exempt Supervisory Salary Schedule 35) into this full-time, 12-month temporary, grant-funded position at Grade 192E of the same salary schedule, effective October 1, 2018.

D.   TRANSFER/ADMINISTRATIVE REASSIGNMENT

College of San Mateo

Alex Kramer   Director of Workforce Development   Business/Technology

Transferred from a full-time, 12-month Director of Workforce Development (Grade 192E of the Academic-Classified Exempt Supervisory Salary Schedule 35) into this full-time, 12-month position at the same grade and same salary schedule, effective October 15, 2018.

E.   CHANGES IN STAFF ALLOCATION

Cañada College

1.   Recommend creation of a new classification titled "SparkPoint Coordinator (Funded by the ESO Grant)" at Grade 27 of the Classified Salary Schedule (60), effective October 25, 2018. In addition, recommend a change in staff allocation to add a full-time, 12-month SparkPoint Coordinator (Funded by the ESO Grant) position in the Learning Center, effective October 25, 2018. This position is a temporary, grant-funded position, effective October 25, 2018 through the expiration of the grant funding.

College of San Mateo

1.   Recommend creation of a new classification titled "Program Services Coordinator (Funded by AB 19)" at Grade 27 of the Classified Salary Schedule (60), effective October 25, 2018. In addition, recommend a change in staff allocation to add a full-time, 12-month Program Services Coordinator (Funded by AB 19) position in Financial Aid, effective October 25, 2018. This position is a temporary, externally-funded position, effective October 25, 2018 through the expiration of the funding. This position will support the Year One Promise initiative.

District Office

1. Recommend a change in grade and title for the Human Resources Manager position (Grade 194E of the Academic-Classified Exempt Supervisory Schedule 35) to Compensation and Benefits Manager position at Grade 192E of the same salary schedule, effective October 25, 2018.

2. Recommend a change in staff allocation to add four full-time, 12-month Public Safety Officer positions (Grade 27 of the Classified Salary Schedule 62) in Public Safety, effective October 25, 2018.

3. Recommend creation of a new classification titled "Operations Manager, Community, Continuing & Corporate Education" at Grade 180E of the Academic-Classified Exempt Supervisory Salary Schedule (35), effective October 25, 2018. In addition, recommend a change in staff allocation to add a full-time, 12-month Operations Manager, Community, Continuing & Corporate Education position in Auxiliary Services & Enterprise Operations, effective October 25, 2018.

F. PHASE-IN RETIREMENT

None

G. LEAVE OF ABSENCE

None

H. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION

1. Retirement

College of San Mateo

Christopher Phillips   Radio Broadcast Engineer   KCSM

Retired effective September 28, 2018 with 35 years of service. Eligible for District retiree benefits.

Carlene Tonini-Boutanoff   Biology Professor   Math/ Science

Retiring as Professor Emerita, effective December 17, 2018 with 28 years of service. Eligible for District retiree benefits.

Skyline College

Edmund Yee   Automotive Professor   BEPP

Retiring as Professor Emeritus, effective May 24, 2019 with 7.5 years of service. Not eligible for District retiree benefits.

2. Resignation

District Office

Cassandra Jackson   Human Resources Manager   Human Resources
Resigning effective December 31, 2018.

I. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS

None

J. PROFESSIONAL EXPERT/CONTRACT POSITIONS

Location	*Division / Department*	*No. of Pos.*	*Start and End Date*		*Services to be performed*
College of San Mateo	Business/ Technology	1	7/01/2018	6/30/2019	**Professional Expert:** EMT Skills Proctor

K. SHORT-TERM, NON-CONTINUING POSITIONS

The following is a list of requested classified short-term, non-continuing services that require Board approval prior to the employment of temporary individuals to perform these services, pursuant to Assembly Bill 500 and its revisions to Education Code 88003:

Location	*Division / Department*	*No. of Pos.*	*Start and End Date*		*Services to be performed*
Skyline College	Science/ Math/Technology Chemistry	1	10/01/2018	12/31/2018	**Instructional Aide II:** One embedded support tutor working 7.5 hours / week to assist instructor, attend classes and provide tutoring to support students. This will aid in student success, providing in time instructional intervention during class periods.

San Mateo County Community College District   October 24, 2018

BOARD REPORT NO. 18-10-1CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Aaron McVean, Vice Chancellor, Educational Services and Planning,
                          358-6803

APPROVAL OF CURRICULAR ADDITIONS, DELETIONS AND MODIFICATIONS
CAÑADA COLLEGE, COLLEGE OF SAN MATEO, AND SKYLINE COLLEGE

The addition of seventeen courses to and the deletion of twenty-four courses from the College catalogs are proposed by Cañada College, College of San Mateo, and Skyline College at this time. Additionally, twenty-seven courses are proposed to be offered in the distance education mode. The addition of one certificate is also proposed.

In addition to the courses deleted, thirteen courses were assigned inactive status, which removes them from the catalog and schedule. Since they have not been deleted, they can be more easily reinstated at a later time. If reinstatement is unlikely, these courses will be deleted in the coming years. One course was reinstated.

Furthermore, one hundred and nine courses and seven programs were modified.

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, College of San Mateo, and Skyline College catalogs.

San Mateo County Community College District   October 24, 2018

> This report has been prepared in accordance with SMCCCD Rules and Regulations, Section 6.13.4 and all appropriate laws and regulations.

PREPARED BY: Tammy Robinson, Vice President, Instruction
                 Cañada College

APPROVED BY: Candice Nance, Curriculum Committee Co-Chair
                 Cañada College

                 Katherine Schertle, Curriculum Committee Co-Chair
                 Cañada College

                 Hyla Lacefield, Academic Senate President
                 Cañada College

                 Jamillah Moore, President
                 Cañada College

PROPOSED CURRICULAR ADDITIONS – CAÑADA COLLEGE

COURSE DESCRIPTIONS AND JUSTIFICATIONS

ENGLISH

105 INTENSIVE COMPOSITION AND READING (5.0) (day or evening)

Justification: The English Department at Cañada College is offering English 105 as a new course to give more instructional support to students who find a three-unit English 100 too difficult to pass. As a five-unit class, English 105 is equivalent to English 100; however, it provides two more hours of instruction to students. We are offering this new class to also comply with the new legislation known as AB 705. As required by AB 705, more students who are currently placing into a developmental level in English will be able to take a college-level composition course sooner by enrolling in English 105.

Prerequisite: ENGL 836, and READ 836, or ENGL 847, or ESL 400, or or eligibility for ENGL 100, or ENGL 105 on approved college placement test and other measures as necessary.

Recommended Preparation: Eligibility for READ 836 and ENGL 836; or ENGL 847 or ESL 400.

Description: Course designed to help the student recognize and critically evaluate important ideas in short- and book-length texts, and express facts and thought logically and gracefully in clear and correct prose. Students write critical expository essays dealing with a variety of ideas at a skill level appropriate to a college transfer-level class.

Classification: AA/AS Degree; AA-T/AS-T Degree for Transfer; CSU, UC transferable.

FASHION DESIGN AND MERCHANDISING

680CE EVENING GOWN CONSTRUCTION (2.0) (day or evening)

Justification: The Fashion Design and Merchandising Department does not currently have a couture evening gown construction course. Our advisory board has recommended that the department offer a course of this skill level.

Prerequisite: None.

Recommended Preparation: Eligibility for READ 836 and ENGL 836; or ENGL 847 or ESL 400; Eligibility for MATH 110.

Description: Students learn advanced sewing techniques used in the construction of evening gowns. They create gowns incorporating the techniques learned in class, including working with difficult fabrics and bias.

Classification: AA/AS Degree; CSU transferable.

MATHEMATICS

800 JUST-IN-TIME SUPPORT FOR ELEMENTARY PROBABILITY AND STATISTICS (2.0) (day or evening)

Justification: This course serves as support for students taking Math 200 who place below transfer level Mathematics. This course satisfies the requirements put forth in state law AB705; which states that all curriculum decisions should be made to maximize the probability of completing a student's transferable math work within one year. Directly enrolling a student with a co-requisite support has been shown as one way to increase this probability.

Corequisite: Concurrent enrollment in MATH 200. Prerequisite: Appropriate score on the College Placement Test or other multiple measures assessment.

Recommended Preparation: None.

Description: A review of the core prerequisite skills, competencies, and concepts needed in statistics. Intended for students who are concurrently enrolled in MATH 200: Elementary Probability and Statistics, at Cañada College. Topics include concepts from arithmetic, pre-algebra, elementary and intermediate algebra, and descriptive statistics that are needed to understand the basics of college-level statistics. Concepts are taught through the context of descriptive data analysis. Additional emphasis is placed on solving and graphing linear equations and modeling with linear functions.

Classification: Not degree applicable; not transferable.

PROPOSED CURRICULAR INACTIVATIONS – CAÑADA COLLEGE

POLITICAL SCIENCE

  325 Honors Colloquium in Political Science: Politics and Religion

PROPOSED CURRICULAR MODIFICATIONS – CAÑADA COLLEGE

ANTHROPOLOGY

    126   Physical Anthropology Laboratory
    351   Archaeology

BUSINESS

    401   Business Communications

CHEMISTRY

    192   Elementary Chemistry

ENGLISH

    110   Composition, Literature, and Critical Thinking
    161   Creative Writing I
    164   Creative Non-Fiction
    165   Advanced Composition

LITERATURE

    151   Introduction to Shakespeare I
    200   American Literature
    205   New Voices in World Literature
    231   Survey of English Literature I
    232   Survey of English Literature II
    252   Women Writers: Multicultural Perspectives
    266   Black Literature
    371   Mexican-American Literature
    372   Myth and Folklore of La Raza
    373   Latin American Literature in Translation
    375   Native-American Literature

MEDICAL ASSISTING

    100   Introduction to Medical Assisting
    110   Medical Terminology
    115   Introduction to Electronic Health Record

PHYSICS

    210   General Physics I
    220   General Physics II
    250   Physics with Calculus I
    260   Physics with Calculus II
    270   Physics with Calculus III
    405   Applied Radiographic Physics

SOCIOLOGY

    325   Honors Colloquium: Sociology of Human Personhood

SPANISH

    110   Elementary Spanish

THEATER ARTS

    151   Introduction to Shakespeare I

PROPOSED TO BE OFFERED AS DISTANCE EDUCATION – CAÑADA COLLEGE

PHYSICS

    210   General Physics I
    220   General Physics II
    250   Physics with Calculus I
    260   Physics with Calculus II
    270   Physics with Calculus III

PROPOSED PROGRAM MODIFICATIONS – CAÑADA COLLEGE

ENGINEERING

    Engineering – Certificate of Achievement

GENERAL STUDIES

    Pathways to Student Success – Certificate of Achievement
    Preparation for Academic Scholarship and Success (PASS) – Certificate of Achievement

POLITICAL SCIENCE

    Political Science – Associate in Arts Degree
    Political Science – Associate in Arts Degree for Transfer

San Mateo County Community College District October 24, 2018

> This report has been prepared in accordance with SMCCCD Rules and Regulations, Section 6.13.4 and all appropriate laws and regulations.

PREPARED BY: Sandra Stefani Comerford, Vice President, Instruction
College of San Mateo

APPROVED BY: Teresa Morris, Chair, Curriculum Committee
College of San Mateo

Jeramy Wallace, President, Academic Senate
College of San Mateo

Michael Claire, President
College of San Mateo

PROPOSED CURRICULAR ADDITIONS – COLLEGE OF SAN MATEO

COURSE DESCRIPTIONS AND JUSTIFICATIONS

BUSINESS

103 INTRODUCTION TO BUSINESS INFORMATION SYSTEMS (3) (day or evening; distance education)

Justification: This course replaced BUS. 295 to align with course, degree and certificate requirements across the district.

Prerequisite: None.

Recommended Preparation: Eligibility for ENGL 838 or ENGL 848 or ESL 400.

Description: An introduction to computer systems and software applications and their impact on the business environment. Topics include computer architecture, hardware, software, computer terminology and theory. Students use software applications as problem solving tools for business projects.

Classification: AA/AS Degree; CSU transferable.

230 INTERNATIONAL MARKETING (3) (day or evening; distance education)

Justification: This course is part of the new marketing certificate and will be included in the revised marketing management associates degree.

Prerequisite: None.

Recommended Preparation: Eligibility for ENGL 838 or ENGL 848 or ESL 400.

Description: Survey course outlining the major dimensions of the global business environment while providing a set of conceptual and analytical tools to successfully apply the "4 P's" (product, price, place and promotion) to global marketing. Review global economic, political-legal, and cultural environmental

factors. Global market research and data sources are explored. Other topics include foreign market selection, foreign market entry, supply chain management, international pricing, and global marketing of services.

Classification: AA/AS Degree; Certificate; CSU transferable.

232 <u>SALES MANAGEMENT</u> (3) (day or evening; distance education)

Justification: This course is part of the new marketing certificate and will be included in the revised marketing management associates degree.

Prerequisite: None.

Recommended Preparation: Eligibility for ENGL 838 or ENGL 848 or ESL 400.

Description: Recognize and capitalize on emerging market opportunities while effectively and efficiently addressing managerial responsibilities in a diverse environment. Enhance communication skills, increase planning, organization, forecasting, and budgeting skills, and learn how to build long-term, mutually beneficial relationships and partnerships with prospects, customers, and various stakeholders.

Classification: AA/AS Degree; Certificate; CSU transferable.

233 <u>SOCIAL MEDIA MARKETING</u> (3) (day or evening; distance education)

Justification: This course is part of the new marketing certificate and will be included in the revised marketing management associates degree.

Prerequisite: None.

Recommended Preparation: Eligibility for ENGL 838 or ENGL 848 or ESL 400.

Description: Explore social media marketing strategies and tactics by using new media channels, as well as digital and mobile technologies and platforms, and design an optimal marketing mix with evaluation of in-market results.

Classification: AA/AS Degree; Certificate; CSU transferable.

COMPUTER AND INFORMATION SCIENCE

180 <u>DISCRETE STRUCTURES</u> (3) (day or evening)

Justification: For students to understand CIS 256 Data Structures: JAVA in depth, knowledge of this course is highly needed. According to C-ID the prerequisite for this course is CIS 254 or CIS 278. To understand cryptography knowledge of this course is pivotal.

Prerequisite: CIS 254 or CIS 278

Recommended Preparation: None.

Description: This course is an introduction to the discrete structures used in Computer Science with an emphasis on their applications. Topics include well ordering principle, mathematical data types, state machines, recursive data types, and modular arithmetic. We will study graphs, graph connectivity and

ordering, communication networks, probability and random processes, random walk and recurrences. Other topics covered include secret encryption, private-key encryption and message authentication codes.

Classification: AA/AS Degree; CSU transferable.

480 ENTERPRISE SECURITY POLICY MANAGEMENT (3) (day or evening)

Justification: This course will be part of our future AS degree and Certificates in Cybersecurity.

Prerequisite: CIS 151

Recommended Preparation: Eligibility for ENGL 838 or ENGL 848 or ESL 400. CIS 110.

Description: Concepts of how to secure an enterprise by creating a security policy and developing procedures to maintain that security policy. Perform risk analysis and assessment on enterprise security. System Administrators, IT Managers, and Analysts would benefit from this course, as well as Technologists wanting to broaden their impact.

Classification: AA/AS Degree; Certificate; CSU transferable.

481 ENTERPRISE EMERGENCY RESPONSE PLANNING (3) (day or evening)

Justification: This course will be a part of our future AS degree in Cybersecurity and Certificate of achievement in Enterprise Cybersecurity.

Prerequisite: None.

Recommended Preparation: Eligibility for ENGL 838 or ENGL 848 or ESL 400. CIS 110.

Description: An exploration of how to plan for emergency response, recover from a disaster and how to mitigate risks. System Administrators, IT managers and Analysts would benefit from this course, as well as Technologists wanting to broaden their expertise.

Classification: AA/AS Degree; Certificate; CSU transferable.

482 ETHICAL HACKING (3) (day or evening)

Justification: This course will be part of our future AS degree in Cybersecurity and Certificate of Achievement in Enterprise Cybersecurity.

Prerequisite: CIS 151

Recommended Preparation: Eligibility for ENGL 838 or ENGL 848 or ESL 400. CIS 110.

Description: Students will scan, test, hack and secure systems. Implement perimeter defenses, scan and attack virtual networks. Other topics include intrusion detection, social engineering, footprinting, DDoS attacks, buffer overflows, SQL injection, privilege escalation, Trojans, backdoors and wireless hacking. Legal restrictions and ethical guidelines emphasized. This course also helps prepare students to pass the Certified Ethical Hacker (C|EH) exam.

Classification: AA/AS Degree; Certificate; CSU transferable.

483 <u>DIGITAL FORENSICS AND HACKING INVESTIGATION</u> (3) (day or evening)

<u>Justification</u>: This course is designed to be a part of our future certificate of achievement in Cybersecurity.

<u>Prerequisite</u>: None.

<u>Recommended Preparation</u>: Eligibility for ENGL 838 or ENGL 848 or ESL 400. CIS 110.

<u>Description</u>: This course is an introduction to computer cyber-crime and hacking investigation processes. Topics include computer forensics tools, hacking investigation tools, data recovery, information gathering techniques, computer data preservation techniques, and computer cyber-crime investigation techniques. System administrators, security professionals, IT staff, and law enforcement personnel, would benefit from taking this course. Also, this course can help prepare students to pass computer forensics certification examinations, such as the EC-Council Computer Hacking Forensic Investigator (CHFI) or the Certified Forensic Computer Examiner (CFCE) credential.

<u>Classification</u>: AA/AS Degree; Certificate; CSU transferable.

493 <u>CLOUD SECURITY FUNDAMENTALS</u> (4) (day or evening)

<u>Justification</u>: This course will be part of our future AS degree in Enterprise Cybersecurity.

<u>Prerequisite</u>: CIS 151

<u>Recommended Preparation</u>: Eligibility for ENGL 838 or ENGL 848 or ESL 400.

<u>Description</u>: An exploration of how to secure a cloud environment. We will examine the history of cloud computing, and various contemporary cloud environments, such as Infrastructure as a Service (IaaS), Platform as a Service (PaaS), and Software as a Service (SaaS). We will study cloud security operations, for both native and hybrid cloud environments. Other topics covered include network security, host security, Identity and Access Management (IAM), cryptography and data protection. This hands-on course is designed to prepare students for modern day infrastructure environments.

<u>Classification</u>: AA/AS Degree; Certificate; CSU transferable.

KINESIOLOGY

107 <u>WOMEN IN SPORTS</u> (3) (day or evening; distance education)

<u>Justification</u>: Understanding the significance of women in sports is an integral component to the broad field of Kinesiology, and will expose students to the impact and struggles women have had to face throughout past history and through the modern age. The course is commonly taught at the four-year level and could be articulated as a degree requirement.

<u>Prerequisite</u>: None.

<u>Recommended Preparation</u>: Eligibility for ENGL 838 or ENGL 848 or ESL 400.

<u>Description</u>: A course which examines the chronological history, analysis and interpretation of people, events, and issues that affect women in sports in past and present society. Physiological, sociological, and

psychological aspects of female athletes as related to sports, history, and education will be covered. Students will gain an understanding of the significant impact women have had on the sports world and how their significance will determine the future of women in sports.

Classification: AA/AS Degree; Certificate; CSU transferable.

VARSITY SPORTS

342 <u>BEACH VOLLEYBALL</u> (3) (day or evening)

Justification: Intercollegiate Beach Volleyball was approved to be offered in our curriculum. The initial offering which took place last spring was an experimental course which is now being converted to a permanent course.

Prerequisite: None.

Recommended Preparation: Students should have experience competing in interscholastic volleyball in order to succeed.

Description: Intercollegiate women's varsity beach volleyball competition in the Coast Conference and participation in regional and State Championship tournaments. (May be taken four times for a maximum of 12 units. However for eligibility purposes, students may only compete intercollegiately for two years.)

Classification: AA/AS Degree; CSU transferable.

PROPOSED CURRICULAR MODIFICATIONS – COLLEGE OF SAN MATEO

ADAPTED PHYSICAL EDUCATION

100	Adapted Aquatics
110	Adapted General Conditioning
140	Adapted Weight Training
155	Adapted Back Care

ART

104	Modern art

BUSINESS

171	The Entrepreneurial Mindset
173	Sources of Financing
174	The Business Plan
176	Selling the Idea
177	Marketing for Entrepreneurs
178	Business Law for Entrepreneurs
179	Human Resources for Entrepreneurs
180	Introduction to Marketing
201	Business Law

COMPUTER AND INFORMATION SCIENCE

    264   Computer Architecture and Organization

DENTAL ASSISTING
    722   Dental Materials II
    740   Chairside Assisting I

DIGITAL MEDIA

    216   Intermediate Graphic Design
    220   Typography
    230   Production Design for Print and Screen

DRAFTING

    111   Solidworks II
    113   REVIT
    121   Computer-Aided Drafting I
    130   Mechanical Design with CAD

FIRE

    714   Wildland Fire Control
    715   Principles of Emergency Services
    725   Fire Apparatus and Equipment
    770   Fire Service Career Prep

PROPOSED CURRICULAR REACTIVATION – COLLEGE OF SAN MATEO

BUSINESS

    101   Human Relations at Work

PROPOSED TO BE OFFERED AS DISTANCE EDUCATION – COLLEGE OF SAN MATEO

ART

    104   Modern Art

BUSINESS

    101   Human Relations at Work
    103   Introduction to Business Information Systems
    173   Sources of Financing
    174   The Business Plan
    176   Selling the Idea
    177   Marketing for Entrepreneurs
    178   Business Law for Entrepreneurs
    179   Human Resources for Entrepreneurs
    230   International Marketing
    232   Sales Management
    233   Social Media Marketing

KINESIOLOGY

     107   Women in Sports

PROPOSED PROGRAM ADDITIONS – COLLEGE OF SAN MATEO

College of San Mateo proposes to offer an Associate Degree, Associate Degree for Transfer, and/or Certificate of Achievement (18 units or more, state approved), and/or Certificate of Specialization (fewer than 18 units, not state approved) in the following programs:

COMPUTER AND INFORMATION SCIENCE

     Enterprise Cybersecurity Professional – Certificate of Achievement (25 units)

PROPOSED PROGRAM MODIFICATIONS – COLLEGE OF SAN MATEO

COMMUNICATION

     Communication Studies – Associate in Arts Degree (21 units)
     Communication Studies – Associate in Arts Degree for Transfer (18 units)

San Mateo County Community College District   October 24, 2018

> This report has been prepared in accordance with SMCCCD Rules and
> Regulations, Section 6.13.4 and all appropriate laws and regulations.

PREPARED BY: Jennifer Taylor-Mendoza, Vice President, Instruction
                    Skyline College

APPROVED BY: Jessica Hurless, Curriculum Committee Chair
                    Skyline College

                    Kathryn Browne, Academic Senate President
                    Skyline College

                    Regina Stanback Stroud, President
                    Skyline College

PROPOSED CURRICULAR ADDITIONS – SKYLINE COLLEGE

COURSE DESCRIPTIONS AND JUSTIFICATIONS

DIGITAL MEDIA AND DESIGN

500 USER EXPERIENCE DESIGN I: FUNDAMENTALS (3.0) (day or evening; distance education)

Justification: This course is the first in a series of courses developed to be part of a new User Interface and User Experience Certificate. There are also parallels to several new degrees that have recently been created at colleges such as California College of the Arts and Santa Monica College.

Prerequisite: None.

Recommended Preparation: Eligibility for ENGL 100 or ENGL 105, or equivalent.

Description: An introduction to the fundamentals of user experience design. Concepts like usability and interaction design principles and processes will be covered. Students will learn to use today's industry standard software to create simple prototypes.

Classification: AA/AS Degree; Certificate; CSU transferable.

501 USER EXPERIENCE DESIGN II: DISCOVERY (3.0) (day or evening; distance education)

Justification: UX design involves research into user personas and user goals; planning of user journeys through an app, website, or product; and sketching of user interface designs and specifications. According to CTE research, there is a sizable need for courses and certificates in this field, especially in the Bay Area. There are only two other schools offering certificates or degrees in the field (CCA and UCB Extension) in the Bay Area, and at extremely high cost. Skyline seeks to develop an affordable certificate for students and professionals to expand their knowledge of UI/UX Design.

Prerequisite: None.

Recommended Preparation: Eligibility for ENGL 100 or ENGL 105, or equivalent.

Description: Provides an overview of methodologies and hands on practice in the first critical phase of designing a product: Product Discovery. Includes core discovery activities such as interviewing users, crafting personae, writing scenario, concept models and more.

Classification: AA/AS Degree; Certificate; CSU transferable.

PROPOSED CURRICULAR DELETIONS – SKYLINE COLLEGE

AUTOMOTIVE TECHNOLOGY

665SA 2007 SMOG CHECK UPDATE
665SC ENHANCED CLEAN AIR CAR
665SG BAR A8 ALTERNATIVE TRAINING
665SM 2009 SMOG CHECK UPDATE
665SF BAR A6 ALTERNATIVE TRAINING
665SH BAR L1 ALTERNATIVE TRAINING
665SN ASE TEST PREP: A4 & A5
665SQ ASE TEST PREP: L1 ADV. ENGINE
665SP ASE TEST PREP A1 ENGINE REPAIR
665SR ASE TEST PREP: A6 ELECTRICAL
665SS ASE TEST PREP: A8 ENGINE PERFORMANCE
665ST 2005 SMOG CHECK UPDATE
665SV ASE TEST PREP: A2 & A3
665S3 HONDA EXPRESS LUBE CERTIFICATION
665S4 2013 SMOG CHECK UPDATE
665S6 2015 SMOG CHECK UPDATE
665S7 2017 SMOG CHECK UPDATE
680SA BODY CONTROL SYSTEMS
725 TOYOTA BRAKES AND CHASSIS
727 TOYOTA AIR CONDITIONING
728 TOYOTA ADVANCED ELECTRICAL
729 TOYOTA ENGINE PERFORMANCE

Justification: These courses are outdated. Some are no longer needed or valid and some have been replaced by updated curriculum.

KINESIOLOGY – VARSITY SPORTS

120 MEN'S CROSS COUNTRY
310 WOMEN'S CROSS COUNTRY

Justification: These courses have not been offered since Fall 2002. The Cross Country program was put on hiatus in Spring 2003. We continue to investigate on an annual basis through our California Community College Athletic Association (CCCAA) Gender Equity Study (R4) the viability of bringing back the program. At this time, the data does not indicate sufficient interest to add back the program. That, coupled with the facts that no current Course Outlines of Record exist and Cross Country is offered at College of San Mateo where Skyline College students can participate, has provided the impetus to request that these courses be deleted from our curriculum. If we feel as though interest and ability warrant brining the program back at some point in the future, we will seek to add the courses back into the curriculum.

PROPOSED CURRICULAR INACTIVATIONS – SKYLINE COLLEGE

AUTOMOTIVE TECHNOLOGY

665SB	Electric & Hybrid Vehicles
665SD	Evaporative Emission Systems
665SE	SCT On-Board Diagnostics II
665SI	Multiplexing & CAN Systems
665SJ	Advanced Lab Scope (DSO)
665SL	Intro to Lab Scope (DSO)
665SW	Vintage Cars
706	Toyota Engines
707	Toyota Transmissions
709	Automotive Service Orientation
753	Automotive Service Advising
851	Automotive Service Advising (Apprenticeship)

PROPOSED CURRICULAR MODIFICATIONS – SKYLINE COLLEGE

ART

101	History of Western Art I
102	History of Western Art II
105	Art of Asia & the Near East
175	Visual Theory and Practice: Ceramic Art
204	Drawing I
221	Painting I
234	Printmaking I
301	Two-Dimensional Design
351	Black and White Photography I
401	Three Dimensional Design
405	Sculpture I
411	Ceramics I
412	Ceramics II
430	Introduction to Digital Art
440	Introduction to Web Design
441	Intermediate Web Design
479	Typography

AUTOMOTIVE TECHNOLOGY

710	Fundamentals of Automotive Technology
711	Automotive Entry Level Technician Fundamentals

COMMUNICATION STUDIES

130	Interpersonal Communication

EDUCATION/CHILD DEVELOPMENT

191	Children's Literature

ENGLISH

110	Composition, Literature, and Critical Thinking
165	Composition, Argument and Critical Thinking
650	English Supplement for TRIO Students

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

873	Intermediate ESL Grammar
874	High-Intermediate ESL Grammar
875	Advanced ESL Grammar and Editing

HISTORY

248	Women and the American Experience

LITERATURE

101	Contemporary Literature
151	Introduction to Shakespeare
154	Queer Literature
155	Comics and the Graphic Novel
156	Science Fiction and Fantasy Literature
191	Children's Literature
201	American Literature I
202	American Literature II
220	Introduction to World Literature I
221	Introduction to World Literature II
231	Survey of British Literature I
232	Survey of British Literature II
251	Women in Literature
265	Asian American Literature
266	Black Literature
267	Filipino American Literature
277	Film and Literature
370	Readings in Literature of the Latino in the United States
432	Folklore

MANAGEMENT

100	Introduction to Business Management

MATHEMATICS

130	Trigonometry

POLITICAL SCIENCE

130	International Relations

PROPOSED TO BE OFFERED AS DISTANCE EDUCATION – SKYLINE COLLEGE

ART

    430   Introduction to Digital Art
    441   Intermediate Web Design

DIGITAL MEDIA AND DESIGN

    500   User Experience Design I: Fundamentals
    501   User Experience Design II: Discovery

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

    873   Intermediate ESL Grammar
    874   High-Intermediate ESL Grammar
    875   Advanced ESL Grammar and Editing

MANAGEMENT

    100   Introduction to Business Management

MATHEMATICS

    130   Trigonometry

San Mateo County Community College District

October 24, 2018

BOARD REPORT NO. 18-10-2CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Kathryn Blackwood, Executive Vice Chancellor, 358-6869

RATIFICATION OF JULY AND AUGUST 2018 DISTRICT WARRANTS

Attached as Exhibits A and B are the warrants in excess of $10,000 that were issued in the months of July and August 2018 respectively. The schedules include total warrants issued for the subject period in addition to the warrant sequences. The District now seeks Board approval of the warrants listed in the attached Exhibits.

RECOMMENDATION

It is recommended that the Board of Trustees approve the warrants issued during the period July 1, 2018 through August 31, 2018 and ratify the contracts entered into leading to such payments.

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
July 1 - 31, 2018
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO $10,000

Check Nun	Check Date	Vendor Name	Check Amount	Description
		District Accounts Payable		
0077115	07/03/18	U.S. Bank National Association ND, .	461,898.55	Districtwide Procurement Card Payment
0077120	07/03/18	Energy Mechanix, Inc.	15,405.62	Districtwide Café Preventive Maintenance and Emergency Service
0077123	07/03/18	Keenan & Associates	28,586.40	Skyline Construction Project Insurance Fees
0077126	07/03/18	Meta Bank/BB San Mateo CCD CFA	81,059.00	Financial Aid Disbursement
0077128	07/03/18	Pacific Dining - Food Service Management	15,407.60	Districtwide Catering Services and CSM Cafeteria Cleaning Services
0077130	07/03/18	School Project for Utility Rate Reduction (SPURR)	26,416.40	Utilities
0077131	07/03/18	Sedgwick Claims Management Services. Inc.	25,568.44	Replenish Workers' Compensation Insurance Fund
0077132	07/03/18	Siemens Industry, Inc.	41,337.00	Cañada Fire Alarm Monitoring Services and Skyline Fire Hydrant Testing Services
0077135	07/03/18	SMCCCD Bookstore	85,974.63	Bookstore Monthly Student Fees Reimbursement
0077136	07/03/18	Keenan & Associates	867,360.11	Skyline Construction Project Insurance Fees
0077153	07/05/18	Hanson Bridgett LLP	19,480.75	Skyline Housing Project Legal Counseling Services
0077154	07/05/18	Rodan Builders, Inc.	426,350.06	Skyline Construction Project
0077157	07/05/18	Sutro Tower Inc.	19,908.51	KCSM Spectrum Repack Project
0077158	07/05/18	Swinerton Builders	255,889.50	Construction Program Management Services
0077160	07/05/18	Wesco Graphics, Inc.	24,411.03	CCCE Catalog Printing Services
0077161	07/05/18	Western Allied Mechanical Inc.	14,970.00	CSM HVAC Equipment Replacement
0077205	07/10/18	A. Teichert & Son, Inc.	350,403.70	Skyline Parking Lot Expansion Project
0077206	07/10/18	Advance Soil Technology Inc.	21,491.25	Skyline Geotechnical Consulting Services
0077207	07/10/18	Allana Buick & Bers, Inc.	23,821.20	Cañada Water Intrusion Repair and Cañada Vista Housing Repair Projects
0077212	07/10/18	Blach Construction Company	1,651,802.21	Cañada Design and Construction Services
0077218	07/10/18	Intermountain Electric Company	315,700.40	Districtwide Fire Alarm Panels Upgrade Project
0077222	07/10/18	McCarthy Holdings Inc.	2,349,558.00	Cañada Construction Project
0077223	07/10/18	Meta Bank/BB San Mateo CCD CFA	32,560.00	Financial Aid Disbursement
0077225	07/10/18	Nuventive, LLC	17,627.00	Districtwide TracDat Annual Subscription Renewal
0077228	07/10/18	School Project for Utility Rate Reduction (SPURR)	15,847.22	Utilities
0077229	07/10/18	SM County Community College District	29,315.67	Replenish Flex Spending Account
0077234	07/10/18	Keenan & Associates	311,960.58	Cañada Construction Project Insurance Fees
0077237	07/10/18	Turner Construction Company	586,066.49	Skyline Design and Preconstruction Services
0077238	07/10/18	McCarthy Holdings Inc.	120,761.00	Cañada Construction Project
0077268	07/12/18	Associated Std-CSM	90,000.00	Interbank Transfer
0077273	07/12/18	Island Advertising, Inc.	18,000.21	CSM Student Promotional Materials Purchases
0077277	07/12/18	Sedgwick Claims Management Services. Inc.	17,010.65	Replenish Workers' Compensation Insurance Fund
0077279	07/12/18	SMCCCD Bookstore	21,555.16	CSM Special Program Books and Supplies Expenses
0077280	07/12/18	SMCCCD Bookstore	66,715.85	Skyline Special Program Books and Supplies Expenses
0077281	07/12/18	VALIC Retirement Services Company	15,420.00	Monthly Tax Sheltered Annuities Employee Contribution
0077303	07/17/18	BankMobile Technologies, Inc.	98,119.00	Financial Aid Disbursement
0077305	07/17/18	Coulter Construction Inc.	69,488.00	Cañada Construction Project
0077307	07/17/18	Dell Marketing LP	102,864.89	Cañada and Skyline Computer Purchases

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
July 1 - 31, 2018
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO $10,000

Check Nun	Check Date	Vendor Name	Check Amount	Description
0077311	07/17/18	Gordon Kenny Realty, Inc.	20,000.00	College Staff Housing Operating Expenses Advancement
0077312	07/17/18	Hanson Bridgett LLP	11,264.75	Skyline Housing Project Legal Counseling Services
0077315	07/17/18	Oracle America, Inc.	14,031.69	Districtwide Software Renewal and Support Services
0077317	07/17/18	School Project for Utility Rate Reduction (SPURR)	13,617.67	Utilities
0077322	07/17/18	Sutro Tower Inc.	21,417.00	KCSM TV Broadcast Site Lease
0077327	07/17/18	XL Construction Corporation	1,304,804.00	Skyline Design and Construction Services
0077341	07/19/18	ICF Jones & Stokes, Inc.	11,847.50	CSM Building Demolition Project Services
0077347	07/19/18	Swinerton Builders	229,910.00	Construction Program Management Services
0077359	07/24/18	BankMobile Technologies, Inc.	35,304.50	Financial Aid Disbursement
0077360	07/24/18	Computerland	30,673.77	Districtwide Software and Equipment Purchases
0077369	07/24/18	San Mateo County Schools Insurance Group	202,246.83	Monthly Dental and Vision Insurance Premiums
0077370	07/24/18	San Mateo County Union Community Alliance	57,037.18	CSM TIP Grant Coordination Related Expenses
0077377	07/26/18	Associated Std-Skyline	100,000.00	Interbank Transfer
0077381	07/26/18	Constellation NewEnergy, Inc.	57,866.91	Utilities
0077382	07/26/18	Dell Marketing LP	36,477.76	Districtwide Computer Purchases
0077388	07/26/18	SMCCCD Bookstore	300,000.00	Districtwide Promise Program SMAC Support
504434	07/03/18	Crowe LLP	47,590.00	Districtwide Audit Services
504449	07/03/18	Harry L. Murphy, Inc	14,625.00	CSM Library Flooring Installation Project
504454	07/03/18	LAB Corporation	13,290.00	CSM Math Science Technology Equipment Purchases
504470	07/03/18	OmniUpdate, Inc.	30,875.00	Districtwide ITS Web Annual License & Services
504478	07/03/18	PyraMED Health Systems, LLC	11,587.95	Health Center Software Annual Maintenance and Enhancement Fees
504482	07/03/18	RSC Insurance Brokerage, Inc.	1,070,197.79	Districtwide Annual Insurance Premiums
504486	07/03/18	Schools Excess Liability Fund	81,515.52	Districtwide Excess Liability Program Annual Fee
504495	07/03/18	Strategic Energy Innovations	52,716.67	Skyline Climate Corps Bay Area Fellow Services
504527	07/03/18	Public Empl Ret Sys	1,646,204.01	Monthly Health Insurance Premium
504540	07/03/18	Study Smart Tutors, Inc.	10,000.00	Cañada Upward Bound SAT Testing Program
504542	07/03/18	U.S. Postal Services	11,708.41	CCCE Postage Purchase
504552	07/05/18	Rodan Builders, Inc.	22,439.48	Skyline Construction Project
504566	07/05/18	J A Momaney Services Inc.	15,761.40	CSM Construction Project Ceremonial Expenses
504585	07/05/18	Recology San Bruno	11,373.79	Utilities
504603	07/05/18	The Guardian Life Insurance Company	39,253.73	Monthly Life Insurance Premium
504610	07/10/18	AECOM Technical Services, Inc.	16,000.00	Districtwide Master Construction Scheduling Consulting Services
504646	07/10/18	Group 4 Architecture, Research + Planning, Inc.	66,485.00	Skyline Architectural Design Services
504654	07/10/18	KTGY Group, Inc.	31,500.00	Skyline Housing Architectural Design Services
504660	07/10/18	Miller, Morton, Caillat & Nevis, LLP	10,253.00	Cañada Vista Litigation Legal Services
504678	07/10/18	Strata Information Group	61,440.00	Monthly Districtwide Professional & Management Services
504690	07/10/18	Associated Std -Canada	27,402.20	Quarterly Student Fees Reimbursement
504691	07/10/18	Associated Std-CSM	46,752.17	Quarterly Student Fees Reimbursement
504692	07/10/18	Associated Std-Skyline	44,007.61	Quarterly Student Fees Reimbursement
504725	07/10/18	Intermountain Electric Company	16,615.85	Districtwide Fire Alarm Panels Upgrade Project

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
July 1 - 31, 2018
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO $10,000

Check Nun	Check Date	Vendor Name	Check Amount	Description
504726	07/10/18	A. Teichert & Son, Inc.	18,442.30	Skyline Parking Lot Expansion Project
504727	07/10/18	Blach Construction Company	33,572.13	Cañada Design and Construction Services
504728	07/10/18	Blach Construction Company	42,834.95	Cañada Design and Construction Services
504738	07/12/18	Academic Internship Council, LLC	61,132.00	Skyline Students Global Internship Program Expenses
504744	07/12/18	City of Redwood City	16,400.28	Utilities
504745	07/12/18	City of San Bruno	36,430.04	Utilities
504755	07/12/18	MV Transportation, Inc.	15,015.71	Skyline Students Shuttle Services
504762	07/12/18	Western Roofing Service	647,966.50	CSM Roofing Construction Project
504768	07/12/18	Associated Std-Skyline	27,300.00	Refund to ASB Skyline on Procard charges
504787	07/12/18	Western Roofing Service	34,103.50	CSM Roofing Construction Project
504794	07/12/18	U.S. Postal Services	10,000.00	Skyline Postage Purchase
504800	07/17/18	AECOM Technical Services, Inc.	27,000.00	Districtwide Master Construction Scheduling Consulting Services
504804	07/17/18	Atlas Pellizzari Electric, Inc.	11,859.00	Skyline Electrical System Projects
504810	07/17/18	Cornerstone Earth Group, Inc.	48,351.33	Cañada Geotechnical Consulting Services
504821	07/17/18	Kennedy & Company	11,063.53	Districtwide Student Related Technology Systems Research Services
504826	07/17/18	Leland Saylor & Associates, Inc.	19,519.00	Skyline and Cañada Construction Costs Estimating Services
504838	07/17/18	San Francisco State University	40,196.51	Cañada College Special Grant Related Expenses
504852	07/17/18	American Federation of Teachers	18,829.31	Monthly Union Dues
504884	07/17/18	XL Construction Corporation	60,419.00	Skyline Design and Construction Services
504891	07/17/18	U.S. Postal Services	10,000.00	Skyline Postage Purchase
504897	07/19/18	A.C.C.J.C.	25,091.00	Cañada Annual Membership Dues
504905	07/19/18	California Newspapers Partnership	14,306.25	Skyline Digital Advertising Services
504906	07/19/18	City of Redwood City	25,000.00	Utilities
504907	07/19/18	Construction Testing Services, Inc.	50,309.72	Skyline and Cañada Construction Special Testing and Inspection Services
504916	07/19/18	Gavilan Joint Community College	75,733.33	Skyline HVAC Program and Career Development Grant Related Expenses
504922	07/19/18	Job Train, Inc.	25,000.00	Cañada Career Training Program Services
504930	07/19/18	Monterey Peninsula College	13,407.18	Cañada CALSTEP Grant Related Services
504933	07/19/18	Pacific Gas & Electric Co	28,480.14	Utilities
504935	07/19/18	Pacific Gas & Electric Co	46,579.52	Utilities
504939	07/19/18	Seascape Resort LTD	19,594.56	Skyline Leadership Retreat Lodging Expenses
504943	07/19/18	Strategic Energy Innovations	35,988.75	Skyline Workforce Grant Related Consulting Services
504981	07/24/18	Cabrillo College	35,255.36	Skyline Summer Energy Academy Grant Related Expenses
504986	07/24/18	Foundation for California Community College	42,462.74	Districtwide Career Ladders Project and Fusion Annual License Fee
504994	07/24/18	Pacific Gas & Electric Co	13,207.55	Utilities
505025	07/26/18	Comm College League/Calif	59,759.84	Districtwide Annual Subscription Dues
505029	07/26/18	e-Learning Innovation LLC	40,500.00	Districtwide End User Helpdesk and Support Services
505038	07/26/18	One Workplace L. Ferrari, LLC	16,190.74	Districtwide Furniture Purchases

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
July 1 - 31, 2018
WARRANTS SCHEDULE GREATER THAN OR EQUAL TO $10,000

Check Nun	Check Date	Vendor Name	Check Amount	Description
		District Payroll Disbursement (excluding Salary Warrants)		
J1900003	07/02/18	US Treasury - Federal Payroll Tax	1,356,015.51	Federal Payroll Tax
J1900003	07/02/18	EDD - State Payroll Tax	250,807.76	State Payroll Tax
J1900043	07/06/18	PERS Retirement	969,673.87	PERS Retirement Advance
J1900020	07/06/18	State Teacher Retirement - Defined Benefit	279,288.61	STRS Retirement-Defined Benefit 95%
J1900041	07/11/18	Mass Mutual 457	37,012.27	Tax Annuity
J1900059	07/12/18	State Teacher Retirement - Cash Balance	38,987.60	STRS Retirement-Cash Balance
J1900036	07/12/18	State Teacher Retirement - Defined Benefit	14,501.49	STRS Retirement-Defined Benefit Bal
J1900037	07/16/18	EDD - State Payroll Tax	11,135.98	State Tax-Disability Insurance
J1900037	07/16/18	US Treasury - Federal Payroll Tax	360,507.69	Federal Payroll Tax
J1900037	07/16/18	EDD - State Payroll Tax	69,877.00	State Payroll Tax
J1900070	07/19/18	PERS Retirement	25,228.44	PERS Retirement Balance
J1900126	07/30/18	EDD - State Payroll Tax	13,873.07	State Tax-Unemployment
		SMCCCD Bookstores		
118351	07/23/18	McGraw-Hill Companies	41,339.17	Purchase of Inventory
118357	07/23/18	Pearson Education, Inc	18,709.53	Purchase of Inventory
118361	07/23/18	Promevo	17,818.80	Purchase of Inventory
EFT 03348	07/31/18	CDTFA	13,789.00	Sales Tax Qtr Bal Ended June 2018

Subtotal	19,858,073.78 95%
Warrants Issued < $10,000	1,138,505.25 5%
Total Non-Salary Warrants Issued	20,996,579.03 100%

District Accounts Payab	Ck#504418-505050, DD77100-77389	18,254,399.54
District Payroll	Ck#134896-135766, DD50157460-50159140	10,181,742.49
SMCCCD Bookstores	CK#118324-118378, EFT 03348	176,837.49
	Total Warrants Including Salaries - July 2018	28,612,979.52

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
August 1 - 31, 2018
WARRANT SCHEDULE GREATER THAN OR EQUAL TO $10,000

Check Nur	Check Date	Vendor Name	Check Amount	Description
		District Accounts Payable		
0077395	08/01/18	Haddon, James N.	10,430.00	Skyline Student Athletic Events Advance Payment
0077397	08/01/18	U.S. Bank National Association ND, .	215,173.33	Districtwide Procurement Card Payment
0077399	08/01/18	Allana Buick & Bers, Inc.	33,116.05	Districtwide Various Construction Projects
0077401	08/01/18	Associated Std -Canada	60,000.00	Interbank Transfer
0077403	08/01/18	BankMobile Technologies, Inc.	39,482.00	Financial Aid Disbursement
0077404	08/01/18	CDW LLC	13,782.19	Skyline IT Equipment Purchases
0077407	08/01/18	Evisions, Inc	19,112.00	Districtwide Annual License Renewal
0077430	08/02/18	SMCCCD Bookstore	53,020.75	Bookstore Monthly Student Fees Reimbursement
0077431	08/02/18	Sutro Tower Inc.	13,849.68	KCSM Spectrum Repack Project
0077434	08/02/18	VALIC Retirement Services Company	131,478.61	Monthly Tax Sheltered Annuities
0077449	08/07/18	BankMobile Technologies, Inc.	266,103.25	Financial Aid Disbursement
0077451	08/07/18	Dell Marketing LP	22,248.16	Districtwide Computer Purchases
0077459	08/07/18	Rodan Builders, Inc.	573,553.12	Skyline Construction Projects
0077460	08/07/18	School Project for Utility Rate Reduction (SPURR)	36,024.60	Utilities
0077462	08/07/18	Sedgwick Claims Management Services. Inc.	20,380.57	Replenish Workers' Compensation Insurance Fund
0077476	08/09/18	Dell Marketing LP	89,287.24	District and Skyline Computer Purchases
0077481	08/09/18	Interline Brands, Inc.	22,047.50	Skyline Custodial Supplies Purchases
0077486	08/09/18	Schneider Electric Buildings Americas, Inc.	12,351.00	Districtwide Facilities Management Systems Maintenance Services
0077500	08/14/18	Advance Soil Technology Inc.	17,606.25	Skyline Geotechnical Consulting Services
0077502	08/14/18	BankMobile Technologies, Inc.	1,291,881.26	Financial Aid Disbursement
0077503	08/14/18	CIS, Inc	48,227.00	Districtwide Construction Projects Inspection Services
0077504	08/14/18	Intermountain Electric Company	161,641.17	Districtwide Fire Alarm Panels Upgrade Project
0077506	08/14/18	SM County Community College District	31,036.29	Replenish Flex Spending Account
0077507	08/14/18	Turner Construction Company	602,108.24	Skyline Design and Preconstruction Services
0077519	08/16/18	Constellation NewEnergy, Inc.	54,189.36	Utilities
0077521	08/16/18	Dell Marketing LP	12,994.26	Districtwide Computer Purchases
0077524	08/16/18	ICF Jones & Stokes, Inc.	12,307.40	CSM Parking Lot Environment Impact Consulting Services
0077527	08/16/18	Krueger International, Inc.	15,747.36	CSM Furniture Purchases
0077552	08/21/18	BankMobile Technologies, Inc.	321,603.35	Financial Aid Disbursement
0077581	08/23/18	SSP Data, Inc.	40,821.08	ITS Servers Technical Support Services
0077582	08/23/18	Swinerton Builders	224,668.50	Construction Program Management Services
0077600	08/28/18	BankMobile Technologies, Inc.	261,705.23	Financial Aid Disbursement
0077605	08/28/18	Dell Marketing LP	12,932.28	Districtwide Computer Purchases
0077616	08/28/18	San Mateo County Schools Insurance Group	200,499.62	Monthly Dental and Vision Insurance Premiums
0077617	08/28/18	Schneider Electric Buildings Americas, Inc.	12,351.00	Districtwide Maintenance and Service of Facilities Management Systems
0077618	08/28/18	School Project for Utility Rate Reduction (SPURR)	10,507.51	Utilities
0077623	08/28/18	Young Electric Company, Co.	12,841.30	Cañada and CSM Electrical Cabling Projects
0077630	08/30/18	Krueger International, Inc.	28,726.36	Cañada Furniture Purchases

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
August 1 - 31, 2018
WARRANT SCHEDULE GREATER THAN OR EQUAL TO $10,000

Check Nur	Check Date	Vendor Name	Check Amount	Description
0077635	08/30/18	School Project for Utility Rate Reduction (SPURR)	31,164.31	Utilities
0077640	08/30/18	Young Electric Company, Co.	12,410.00	Cañada Electrical Cabling Project
505053	08/01/18	American Trainco	12,100.00	Facilities Staff Training Services
505074	08/01/18	Integral Group, Inc.	11,147.50	Districtwide Interior Lighting Upgrade Project
505084	08/01/18	One Workplace L. Ferrari, LLC	19,714.32	Skyline Furniture Purchases
505096	08/01/18	Calif Water Service Co	44,228.25	Utilities
505101	08/01/18	Public Empl Ret Sys	1,660,629.00	Monthly Health Insurance Premium
505132	08/02/18	RSC Insurance Brokerage, Inc.	201,269.00	Districtwide Annual Insurance Premiums
505139	08/02/18	STEM Learning, LLC	10,053.33	Community Education BAPA Lecture Services
505145	08/02/18	VALIC	13,250.00	Monthly Tax Sheltered Annuities Employee Contribution
505152	08/07/18	AT&T/MCI	13,058.99	Districtwide Telephone Services
505154	08/07/18	Rodan Builders, Inc.	10,433.96	Skyline Construction Project
505155	08/07/18	Rodan Builders, Inc.	19,753.05	Skyline Construction Project
505164	08/07/18	End2End Public Safety	16,950.00	Public Safety Software and Onsite Training Services
505169	08/07/18	Group 4 Architecture, Research + Planning, Inc.	13,101.20	Skyline Architectural Design Services
505203	08/07/18	IA Lodging Burlingame TRS, LLC	11,228.93	Skyline Hospitality Event Grant Related Expenses
505209	08/09/18	City of Redwood City	16,986.80	Utilities
505211	08/09/18	City of San Bruno	36,957.43	Utilities
505213	08/09/18	Comm College League/Calif	10,733.84	Skyline Library Database Annual Subscription and District Membership Dues
505229	08/09/18	Pacific Gas & Electric Co	14,389.70	Utilities
505234	08/09/18	Strategic Planning Online, LLC	15,000.00	Skyline SPOL Cloud Services Annual Fee
505244	08/09/18	American Federation of Teachers	21,530.03	Monthly Union Dues
505246	08/09/18	County of San Mateo	12,329.70	Districtwide Monthly Parking Income Allocation
505248	08/09/18	The Guardian Life Insurance Company	39,844.78	Monthly Life Insurance Premium
505249	08/14/18	AECOM Technical Services, Inc.	17,200.00	Districtwide Master Construction Scheduling Consulting Services
505256	08/14/18	Carducci & Associates, Inc.	15,201.00	Skyline Parking Lot Expansion Landscaping Services
505262	08/14/18	Foster Bros. Security Systems Inc.	11,705.00	Districtwide Classroom Security Alarms Project
505264	08/14/18	Group 4 Architecture, Research + Planning, Inc.	19,450.00	Skyline Architectural Design Services
505267	08/14/18	Janus Corporation	11,690.00	CSM Hazmat Material Removal and Disposal Services
505272	08/14/18	Miller, Morton, Caillat & Nevis, LLP	49,559.68	Cañada Vista and Cañada Bldg. 9 Litigation Legal Services
505284	08/14/18	Town & Country Flooring CO	23,125.00	CSM Track Re-striping Project
505307	08/16/18	Carahsoft Technology Corporation	50,671.50	Districtwide Software Annual Maintenance and Support Services
505312	08/16/18	Comm College League/Calif	14,913.64	Cañada Library Database Annual Subscription
505328	08/16/18	iContracts, Inc.	13,946.00	Districtwide Contract Software Annual Subscription
505330	08/16/18	Jamf Holdings, Inc. & Subsidiaries	16,175.88	Districtwide Software Maintenance and Support Services
505340	08/16/18	Pacific Gas & Electric Co	29,749.23	Utilities
505342	08/16/18	Pacific Gas & Electric Co	47,368.81	Utilities
505368	08/16/18	Calif Water Service Co	58,899.96	Utilities
505376	08/21/18	Alaniz Construction, Inc.	17,027.00	CSM Modernization Construction Project
505383	08/21/18	AT&T/MCI	10,964.56	Districtwide Telephone Services
505487	08/23/18	Construction Testing Services, Inc.	45,861.17	Skyline Construction Special Testing and Inspection Services

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
August 1 - 31, 2018
WARRANT SCHEDULE GREATER THAN OR EQUAL TO $10,000

Check Nur	Check Date	Vendor Name	Check Amount	Description
505489	08/23/18	Decker Electric Company, Inc.	18,240.00	CSM Cabling Project
505518	08/23/18	Pacific Gas & Electric Co	13,720.95	Utilities
505542	08/23/18	ThyssenKrupp Elevator Corporation	18,108.66	Districtwide Elevators Maintenance and Repair Services
505559	08/28/18	A.C.C.J.C.	25,091.00	Skyline Annual Membership Dues
505571	08/28/18	Atlas Pellizzari Electric, Inc.	14,888.00	CSM Electrical Projects
505575	08/28/18	W.E. Lyons Construction CO.	45,798.17	Cañada Bldg. 9 Envelope Repair Projects
505604	08/28/18	InsideTrack, Inc.	13,050.00	CSM Enrolled Students Coaching and Reporting Services
505619	08/28/18	Masimo America's Inc.	11,043.41	Skyline Instructional Medical Equipment Purchase
505634	08/28/18	Peninsula Library System	61,952.00	Districtwide Subscriptions Services
505661	08/28/18	W.E. Lyons Construction CO.	870,164.68	Cañada Bldg. 9 Envelope Repair Project
505700	08/30/18	Beauty Systems Group, LLC	10,292.40	Skyline Cosmetology Supplies Purchases
505756	08/30/18	MV Transportation, Inc.	21,938.27	Skyline Students Shuttle Services
505782	08/30/18	Townsend Communications, Inc.	11,000.00	Skyline Students Assessment and Recruitment Software Subscription
		District Payroll Disbursement (excluding Salary Warrants)		
J1900247	08/01/18	US Treasury - Federal Payroll Tax	1,593,598.65	Federal Payroll Tax
J1900247	08/01/18	EDD - State Payroll Tax	317,299.62	State Payroll Tax
J1900247	08/01/18	EDD - State Payroll Tax	13,110.56	State Tax-Disability Insurance
J1900242	08/03/18	PERS Retirement	1,134,090.29	PERS Retirement Advance
J1900253	08/03/18	State Teacher Retirement - Defined Benefit	490,325.63	STRS Retirement-Defined Benefit 95%
J1900257	08/07/18	State Teacher Retirement - Cash Balance	45,825.78	STRS Retirement-Cash Balance
J1900269	08/07/18	State Teacher Retirement - Defined Benefit	25,785.47	STRS Retirement-Defined Benefit Bal
J1900250	08/14/18	US Treasury - Federal Payroll Tax	16,693.72	Federal Payroll Tax
J1900268	08/14/18	Mass Mutual 457	40,528.27	Tax Annuity
J1900275	08/16/18	US Treasury - Federal Payroll Tax	137,254.06	Federal Payroll Tax
J1900275	08/16/18	EDD - State Payroll Tax	14,174.00	State Payroll Tax
J1900291	08/17/18	EDD - State Payroll Tax	10,825.05	State Tax-Unemployment
J1900463	08/27/18	PERS Retirement	21,061.03	PERS Retirement Balance
J1900269	08/30/18	State Teacher Retirement - Defined Benefit	269,901.97	STRS Retirement-Defined Benefit Bal
		SMCCCD Bookstores		
118406	08/09/18	MBS Textbook Exchange	14,030.71	Purchase of Inventory
118417	08/09/18	SM CC College District	227,447.74	Salaries and Benefits of June 2018
118418	08/09/18	SMCCD Community Education	37,316.00	college support/scholarships
118429	08/15/18	Cengage Learning	50,281.26	Purchase of Inventory
118460	08/15/18	Oxford University Press	16,444.17	Purchase of Inventory
118463	08/15/18	Pearson Education, Inc	46,305.18	Purchase of Inventory
118484	08/15/18	Xerox Corporation	17,600.88	Purchase of Inventory

Subtotal	13,402,795.00	91%
Warrants Issued ≤ $10,000	1,267,018.91	9%
Total Non-Salary Warrants Issued	14,669,813.91	100%

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
August 1 - 31, 2018
WARRANT SCHEDULE GREATER THAN OR EQUAL TO $10,000

Check Nur Check Date Vendor Name	Check Amount	Description
District Accounts Paya Ck#505051-505798, DD77393-77640	10,355,275.20	
District Payroll Ck#135767-136332, DD50159141-50160926	11,349,156.63	
SMCCCD Bookstores Ck#118379-118484, EFT 73697	556,978.89	
Total Warrants Including Salaries -August 2018	22,261,410.72	

San Mateo County Community College District   October 24, 2018

BOARD REPORT NO. 18-10-3CA

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Dr. Jennifer Taylor-Mendoza, Vice President of Instruction, Skyline College,
                             738-4321

ACCEPTANCE OF GRANT FUNDS FROM THE U.S. DEPARTMENT OF EDUCATION, TITLE V, IN SUPPORT OF HISPANIC-SERVING INSITUTIONS FOR STRENGTHENING PATHWAYS TO SUCCESS IN STEM (SP2S)

Skyline College has been awarded a $3,749,076 Department of Education, Title V Developing Hispanic-Serving Institutions grant for the Strengthening Pathways to Success in STEM (SP2S) project. The funding period is from October 1, 2018 to September 30, 2023.

The SP2S project is designed to increase transfer for Hispanic and low-income students through implementation of wraparound support for Skyline College's engineering students in their transfer pathway to San Francisco State University's School of Engineering. This will be accomplished through implementation of the following project components: development of a STEM Center; creation of a STEM Transfer Hub; expansion of the Math Jam program; enhancement of Skyline's Engineering and Tech Scholars Learning Community; development of an Engineering Transfer Bridge Program with SFSU; development of an Intersegmental Cross-Enrollment Program; and development of a University STEM Education Orientation.

Goals: (1) Improve and expand STEM educational opportunities for Hispanic and low-income students; and (2) Improve overall academic achievement of Hispanic and low-income students, especially in STEM disciplines.

Objectives: (1) increase fall-to-fall retention rates; (2) increase transfer rates; (3) increase percentage of students who transfer into engineering programs; (4) increase success rates in STEM gateway courses; and (5) increase graduation rates.

Strategies: (1) Strengthen Infrastructure at Skyline College; and (2) Implement Collaborative Activities with San Francisco State University.

RECOMMENDATION

It is recommended that the Board of Trustees authorize acceptance of the grant funds in the amount of $3,749,076 from the Department of Education for the Strengthening Pathways to Success in STEM (SP2S) project.

San Mateo County Community College District   October 24, 2018

BOARD REPORT NO. 18-10-1B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Jamillah Moore, President, Cañada College, 306-3456

APPROVAL OF CAÑADA COLLEGE EDUCATIONAL MASTER PLAN

In accordance with Title 5 regulations, Cañada College is submitting its Educational Master Plan for the Board's review and approval. The Plan is attached to this report.

RECOMMENDATION

It is recommended that the Board approve the Educational Master Plan from Cañada College.

Educational Master Plan
2017-2022

REDWOOD CITY, CA | CAÑADA COLLEGE © 2017

Cañada College

Table of Contents

Purpose of the Educational Master Plan

The 2017-2022 Educational Master Plan serves as a foundational document and statement of Cañada College's commitment to education in our community and a framework to ensure implementation of our mission and achievement of our vision. The plan is informed by analysis of internal and external data, as well as feedback from the College's students, employees, industry partners, educational partners, and members of the surrounding community.

The 2017-2022 Educational Master Plan is a continuation of the previous 2012-2017 plan **(see Appendix D, page 22)** developed through a transparent and participatory process. This process included engagement of college planning councils—Planning and Budgeting Council (PBC), Instructional Planning Council (IPC), Student Services Planning Council (SSPC), and Administrative Planning Council (APC)— as well as the Academic, Classified and Student Senates. The campus at large participated through flex days, division meetings, and different forms of campus feedback.

The 2017-2022 Education Master Plan aligns with the San Mateo County Community College District (SMCCCD) 2016 Strategic Plan and connects our college goals to the district's mission statement and the strategic focus areas. The Educational Master Plan provides the framework for setting college priorities and for making decisions and resource allocations on campus. It serves as guide for developing goals and initiatives of the college's various interconnected supplemental plans. These plans, with the Educational Master Plan, will serve as a key reference for each of our programs as they develop their annual plans over the next five years. The various Planning Councils—PBC, IPC, SSPC, and APC—will review the annual plans and resource requests through the Educational Master Plan lens.

President's Message

I'm proud to introduce Cañada College's 2017-22 Educational Master Plan. For nearly 50 years, Cañada College has transformed lives by setting new standards of excellence in education. It began with a bold commitment that shaped planning efforts when the College first opened its doors to students in 1968.

Today, setting new standards and meeting community needs still serve as the foundation for our planning efforts. In fact, it is our shared vision that makes Cañada College one of San Mateo County's preeminent sources of economic and cultural vitality, the region's recognized leader in career technical training, and the state's top combined transfer school. The Educational Master Plan, formulated through a broad-based collaboration among faculty, staff, students, and community constituents, outlines this shared vision that will guide the College's future. It draws from our proud history, accentuates our distinctive strengths, and identifies the ongoing challenges we face.

Aligned with the San Mateo County Community College District's 2016 Strategic Plan, our Educational Master Plan is adaptable, and highly focused on student success, community connection, and organizational development. Most importantly, it unites all of us in a common purpose to transform lives by setting new standards of excellence. Thank you for your commitment to Cañada College!

Jamillah Moore, Ed.D.

President

Mission, Vision and Values

Mission Statement

Cañada College provides our community with a learning-centered environment, ensuring that students from diverse backgrounds have the opportunity to achieve their educational goals by providing transfer, career/technical, and basic skills programs, and lifelong learning. The college cultivates in its students the ability to think critically and creatively, communicate effectively, reason quantitatively to make analytical judgments, and understand and appreciate different points of view within a diverse community.

Vision Statement

Cañada College is committed to being a preeminent institution of learning, renowned for its quality of academic life, its diverse culture and practice of personal support and development, extraordinary student success, and its dynamic, innovative programs that prepare students for the university, the modern workplace, and the global community.

College Values

Our College values represent the unique truths and opportunities represented and valued by our college community.

Transforming Lives

High Academic Standards

Diverse and Inclusive Environment

Student Success in Achieving Educational Goals

Community, Education, and Industry Partnerships

Communication and Collaboration

Engaging Student Life

Accountability

Sustainability

Transparency

Planning Assumptions

Planning assumptions were developed to guide the educational master planning process. The planning assumptions are based on expectations of what will happen in the future and are used to develop the priorities of the college. They reflect an understanding of the students we serve and the role of the institution to provide effective and relevant instruction and support. As expectations of the future change, the Educational Master Plan may be revised to reflect the changing conditions.

1. The College provides intellectual, cultural, social, economic, and health and wellness programs and services that attract the San Mateo County community members to our Campus.

2. Access and student equity are key values.

3. The College delivers relevant, timely, and effective programs for transfer and degree attainment, career and technical certification, workforce development, and the acquisition of basic skills necessary to pursue higher learning.

4. The College provides professional development opportunities.

5. The College values collaboration with other community organizations.

6. The College is accountable to taxpayers for effective deployment of resources.

7. The College's planning process and the outcomes of that process places the needs of students and potential students first among many competing priorities.

8. The College is a Hispanic Serving Institution (HSI).

9. Students' increasing familiarity with technology impacts teaching and learning.

10. The College supports a culture of evidence and promotes a culture of inquiry.

College Goals

The campus community worked together to identify three aspirational goals and strategic initiatives. The college goals establish broad directions and do not tend to change over time and can be carried over from one planning cycle to the next.

1. Student Completion/Success

Provide educational and student services programs that highlight inclusivity, diversity, and equity in their mission to help students meet their unique educational goals and minimize logistical and financial barriers to success.

Strategic Initiative Themes (alphabetical):

- Academic/Career pathway
- Student success
- Student support pathway

2. Community Connections

Build and strengthen collaborative relationships and partnerships that support the needs of, reflect, and enrich our diverse and vibrant local community.

Strategic Initiative Themes (alphabetical):

- 4-year transfer institutions
- Adult education sector
- Business, civic and non-profit community organizations
- Pre-K through 12 community

3. Organizational Development

Focus institutional resources on the structures, processes, and practices that invest in a diverse student population and prioritize and promote equitable, inclusive, and transformative learning.

Strategic Initiative Themes (alphabetical):

- Curriculum development
- Equity
- Inclusion
- Organizational structure
- Professional development

College Goal #1

Student Completion/Success

To provide educational and student services programs that help students meet their unique academic goals; minimize logistical and financial barriers to success; and highlight inclusivity, diversity and equity.

Strategic Initiatives to Accomplish Goal 1:

Initiatives may be added or revised as conditions change and their completion is contingent upon availability of resources.

1. Develop academic pathways and provide integrated support services that begin in high school, transition to college and complete with a certificate, degree and/or transfer.

2. Improve completion by developing and implementing a comprehensive college-wide approach to enrollment management, student retention, and course scheduling.

3. Develop and implement a 2-pronged Promise Program to address 'scholarship and academic support' in addition to 'personal student financial support' to minimize the barriers caused by enrollment fees, cost of textbooks, parking fees, transportation, child care, food and housing insecurity.

4. Expand and extend cohort bridge programs to students beyond their first year of study.

College Goal #2

Community Connections

To build and strengthen collaborative relationships and partnerships that support the needs of, reflect and enrich our diverse and vibrant local community.

Strategic Initiatives to Accomplish Goal 2:

Initiatives may be added or revised as conditions change and their completion is contingent upon availability of resources.

1. Collaborate with Pre-K to Adult School partners to promote relationships, seamless transitions, and alignment of pathways.

2. Develop and support student internships, service learning opportunities, mentorships to improve connection of students to local organizations and employers.

3. Attract the community to the campus through high profile signature events.

4. Create a Cañada College alumni organization to promote success stories, to engage successful community members, and to explore development opportunities.

5. Establish structures and resources to initiate and build relationships with local businesses and industries for developing institutional partnerships.

6. Expand and enhance marketing of transfer and career technical education (CTE) opportunities.

7. Enhance and invest in 2+2 relationships with 4-year universities.

College Goal #3

Organizational Development

Focus institutional resources on the structures, processes, and practices that invest in a diverse student population and prioritize and promote equitable, inclusive, and transformative learning.

Strategic Initiatives to Accomplish Goal 3:

Initiatives may be added or revised as conditions change and their completion is contingent upon availability of resources.

1. Implement the Professional Learning Plan and establish a robust college-wide professional learning program that engages campus constituents while creating opportunities for innovative practices that support student success and promote equity.

2. Implement Guided Pathways-like design principles to help address equity gaps.

3. Create robust processes and support for developing new academic programs/curricula including innovations that address geographic and logistic barriers to access.

4. Identify and implement enrollment strategies and integrated planning and resource allocation processes to meet institutional and student success outcomes.

5. Promote a campus culture that fosters a climate of inclusivity.

6. Institutionalize effective structures and best practices of HSI (Hispanic-Serving Institutions) and AANAPISI (Asian American and Native American Pacific Islander-Serving Institutions) in order to reduce the achievement gap.

7. Revise the college's component of the Facilities Master Plan to identify and address space and facilities needs that arise out of implementing this 2017-2022 EMP.

College Service Area

Click on Map for the Website and Full Resolution Picture
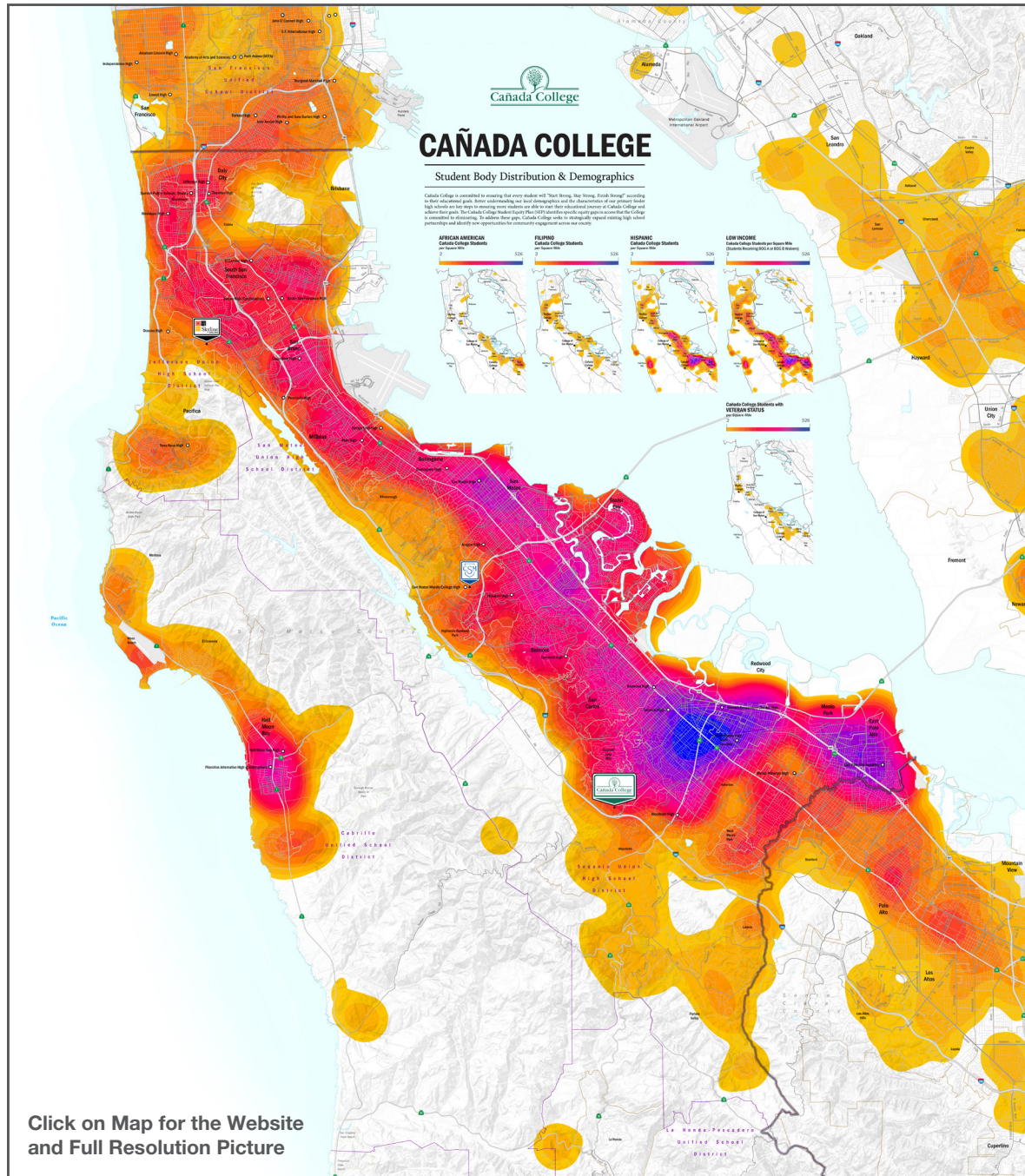
Student Distribution

Cañada College is centrally located between San Francisco and Silicon Valley on 131 acres of beautiful hillside terrain. The campus opened in 1968 and is one of 113 California Community Colleges accredited under the California Community College System.

Educational Attainment in Surrounding Cities

Despite its proximity to Silicon Valley, in many ways the college community defies commonly held assumptions about the socio-economic character of the region. The primary service area for the college includes an incredibly diverse population from the southern portion of San Mateo County and a large number of students from Redwood City, East Palo Alto, and North Fair Oaks. Our role as a community college is to offer our community the skills and opportunities to succeed in one of the most powerful economic engines in the world, including businesses such as Oracle, Box Technologies and Electronic Arts. Just miles from the heart of the tech economy in Silicon Valley, there is great disparity in educational attainment and socio-economic status in our service area (and immediate surrounding locales). Please refer to the chart below to view the disparity in education among neighboring cities.

Northern-California Cities: Education Attainment by Level Comparison (Age 25+)
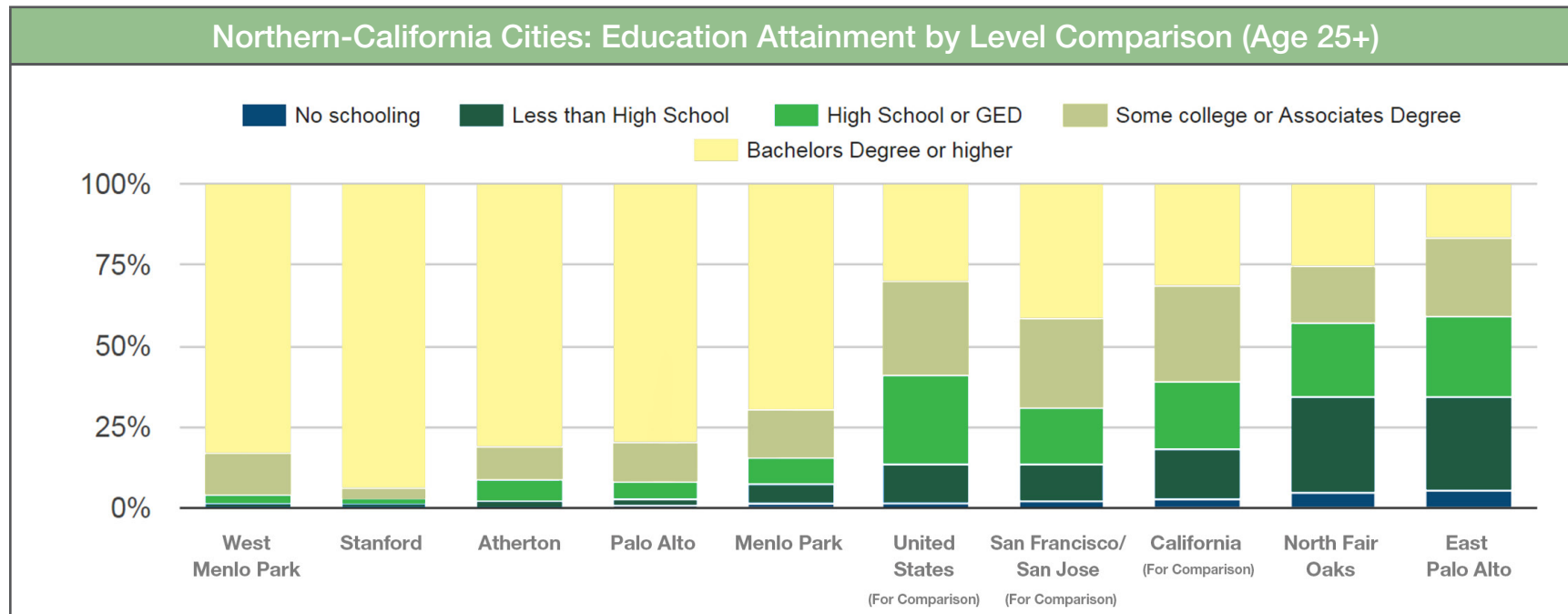
Source: American Community Survey from U.S. Census Bureau

College Service Area (cont.)

Student Demographics

As a California Community College, Cañada College is an open access institution, designed to meet the needs of a diverse community with varied educational goals and preparation. Approximately two-thirds of incoming students place into pre-transfer level courses. Many are returning or other non-traditional students and a significant percentage are first-generation college students. Cañada's student population is also a very ethnically diverse, and the college is a federally-designated Hispanic Serving Institution. Please see the ethnicity chart from the Fall 2016 semester below.
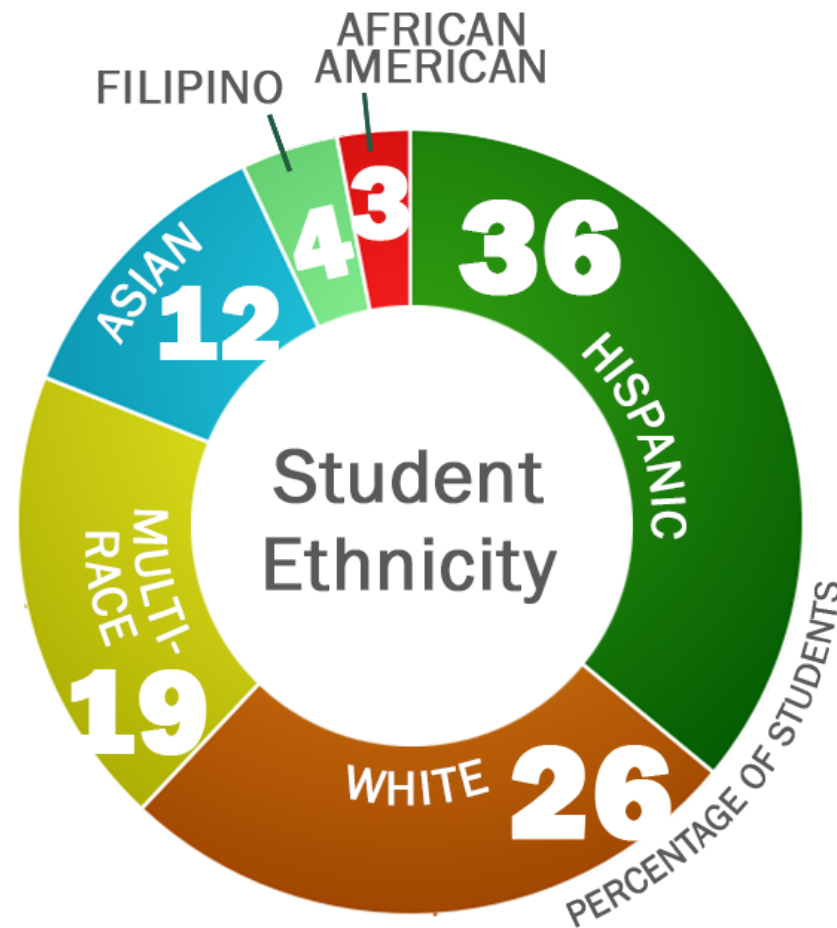
Source: Cañada College Office of Planning, Research, and Institutional Effectiveness (PRIE)

College Profile

For nearly 50 years, Cañada College has provided enriching and life-changing educational opportunities for the residents of San Mateo County. Given the diverse population it serves, Cañada College prides itself on providing excellent instruction across levels including transfer and general education classes, professional and technical programs, and basic skills. Our students come preparing to transition to a broad variety of next steps, including a better and more fulfilling career and public and private universities.

To meet the varied needs of our students, Cañada offers both day and evening classes and unique programs such as our highly successful College for Working Adults program, Puente program, and Middle College, to name a few. We have more than 60 quality degree programs and 40 certificates of achievement, and we place an emphasis on quality instruction. Our instructors hold advanced degrees from notable universities both national and international and have experience in leading industries.

In our commitment to provide transfer opportunities to students, we offer 90 articulation and transfer agreements with the University of California system, the California State University system, and private universities.

We are committed to the academic success of our students. We understand that this success depends on academic and student support services to meet their needs. To do this, we have invested in developing innovative programs including a Dreamer's Center for undocumented students, a SparkPoint Center and textbook and technology lending program to support students with increased financial need, veteran services, retention support services and preparatory academic support services.

Appendix

A. Relationship Between College EMP and District Strategic Plan

College's Goals	District's Goals
1. Student Completion/Success To provide educational and student services programs that highlight inclusivity, diversity, and equity in their mission to help students meet their unique educational goals by minimizing logistical and financial barriers to success.	**Goal #1:** Develop and strengthen educational offerings, interventions, and support programs that increase student access and success.
2. Community Connection To build and strengthen collaborative relationships and partnerships that support the needs of, reflect, and enrich our diverse and vibrant local community.	**Goal #2:** Establish and expand relationship with school districts, 4-year college partners, and community-based organizations to increase higher education attainment in San Mateo County.
3. Organizational Development To focus institutional resources on the structures, processes and practices that invest in a diverse student population and prioritize and promote equitable, inclusive, and transformative learning.	**Goal #3:** Increase program delivery options, including the expanded use of instructional technology, to support student learning and success. **Goal #4:** Ensure necessary resources are available to implement this strategic plan through sound fiscal planning and management of allocations. Protect community-supported status and undertake the development of innovative sources of innovative sources of revenue that support educational programs beyond that which is available from community and state allocations.

B. Planning Process

The timeline below shows how the participatory governance bodies and campus community worked together to develop the 2017-2022 EMP. You can visit the public forums feedback page here: canadacollege.edu/emp/goals.php

Date:	Description:
May 2016	PBC approved the EMP Team
June 2016	SCUP Planning Institute 1 training (EMP Team and Cabinet)
July 2016	Developed communication plan, including stakeholders Developed and agreed on tasks Discussed planning assumptions and terminology Discussed lessons learned from previous EMP (2012-2017) Discussed environmental scanning data needs
August 2016	Published public EMP meetings for Fall 2016 (10+ meetings) Discussed planning assumptions Selected plan template Identified environmental scanning data to review Conducted Strengths, Weaknesses, Opportunities, Threats (SWOT) activity—Flex Day
September 2016	Finalized planning assumptions and aligned with evidence Determined terminology
October 2016	Conducted 8 campus forums Identified themes to develop EMP goals based on campus forum feedback
November 2016	Finalized EMP goals Finalized plan template Organized cross walk of the external environment scanning data and EMP goals Facilitated campus feedback on draft EMP goals via online form

Date:	Description:
December 2016	EMP goals approved by PBC
January 2017	SCUP Planning Institute 2 training
	Updated campus and provided timeline for completion of the EMP at January Flex Day
	Finalized the Educational Master Plan
February 2017	Sent finalized EMP for the campus review and feedback
March 2017	Received campus feedback on EMP
April 2017	EMP narrative approved by PBC
May 2017	EMP Strategic Initiatives approved by PBC

C. SWOT Activity

SWOT (Strengths, Weaknesses, Opportunities, Threats) is a structured planning method used to evaluate internal and external factors affecting an institution, department, project, industry, or person. The EMP Team engaged the college's faculty, staff and administrators in a SWOT analysis activity on fall Flex Day 2016. Participants were provided a predetermined list of factors and instructed to characterize them as strengths, weaknesses, opportunities or threats. Participants could then include additional factors that they identified as important considerations to the analysis. - *SWOT definition taken from Society of College and University Planning (SCUP)*

List of EMP Predetermined Areas of Focus for SWOT Activity

- Cañada College Administration, Faculty, and Staff
- Campus cooperation and innovation
- Relationships with communities (schools, cities, & civic organizations)
- Funding College current mission
- Status as Basic Aid District (Community Supported)
- Anticipated retirement of employees
- International student enrollment
- Competition for international students
- Career and Technical Education (CTE) Transitions with Adult Education
- Middle College High School Program

SWOT Summary

*Areas of focus supplied by EMP committee for flex day activity.

**New areas of focus that emerged from flex day activity. Participants included college faculty, staff, and administration. Similar areas of focus were merged to avoid repetition.

EMP Goal	Strengths:	Weaknesses:	EMP Goal
#1	*Cañada College Administration, Faculty, and Staff	*Relationships with communities (schools, cities, & civic organizations)	#2
#2 & #3	*Status as Basic Aid District (Community Supported)	*Anticipated retirement of employees	#1 & #3
#2	* Middle College High School Program	*Campus cooperation and innovation	#1 & #3
#1 & #3	*Campus cooperation and innovation	*Funding College current mission	#3
#3	*International student enrollment	**Student transportation	#1
#3	**Efficient use of resources	**Space	#3
#1 & #2	**DREAM Center	**Academic pathway/transfer	#1
EMP Goal	Opportunities:	Threats:	EMP Goal
#2	*Relationships with communities (schools, cities, & civic organizations)	*Anticipated retirement of employees	#1 & #3
#1 & #3	*Campus cooperation and innovation	*Competition for international students	#3
#2	*Collaboration with Adult Ed	*Collaboration with Adult Ed	#2
#1	*International student enrollment	**Student transportation	#1
#2	* Middle College High School Program	**Cost of living/housing	#1
#1	**Academic Pathways	**Falling enrollment; competition for students	#1
#1	**Instructional Programs	**Inequitable distribution of resources among colleges in district	#3
#1 & #2	**DREAM Center		
#2	**Internship Center		

D. Review of 2012-2017 Educational Master Plan

The 2017-2022 plan was developed in reference to the **2012-2017 plan**. The 2012-2017 plan had 4 goals and 25 objectives. While the previous EMP was in implementation, the College realized that many of the objectives overlapped with objectives in other plans, were a challenge to monitor, and, in some cases, were too narrow or overly restrictive. Over the course of the 2012-2017 planning cycle, the College has completed, and therefore institutionalized, 20 objectives. Five objectives are deferred to the new Educational Master Plan.

2012-2017 EMP Progress Report (Goals and Objectives)	Planning / Discussion (25%)	Implementation (50%)	Ongoing (75%)	Institutionalized (100%)
A. Teaching and Learning Goal				
1.1 Institutional Learning Outcomes (ILO)				✓
1.2 Enrollment Plan				✓
1.3 Professional Development			✓ (Defer)	
1.4 Student Engagement Plan				✓
1.5 Facility Planning	✓ (Defer)			
B. Completion Goal				
2.1 High School Relation Plan (Enrollment Plan)				✓
2.2 Assessment				✓
2.3 Orientation				✓
2.4 Student Pathways			✓ (Defer)	
2.5 FAFSA				✓
2.6 Intentional Counseling				✓
2.7 Implementation Effective Practices for Instruction				✓
2.8 Mentorships				✓
2.9 Degree Works				✓
2.10 Career Center				✓
2.11 Transfer, Outreach, Articulation				✓
2.12 Monitor Student Success				✓

Objectives

Objectives

2012-2017 EMP Progress Report (Goals and Objectives)	Planning / Discussion (25%)	Implementation (50%)	Ongoing (75%)	Institutionalized (100%)
C. Community Connections Goal				
3.1 Campus Community Outreach Advisory Group				✓
3.2 Community-based Advisory Group				✓
3.3 Internship	✓ (Defer)			
3.4 Off-site Learning Opportunities				✓
D. Global and Sustainable Goal				
4.1 Sustainabilty and Social Justice				✓
4.2 International Program				✓
4.3 Integrate Sustainability into the Curriculum			✓ (Defer)	
4.4 Sustainability Awareness				✓

E. External and Internal Environmental Scans

The data used for the EMP includes exploration and analysis of both external and internal forces and trends. Data elements below, along with the campus feedback provided in the SWOT activity, provided foundation for college goal development. Data is accessible through the links below in the online PDF or through the following URL: http://canadacollege.edu/emp/emp-data.php

For a complete analysis of our service area data, please refer to the Summary of Data Trends and their Implications for the Planning Process in the District Strategic Plan (smccd.edu/strategicplanning).

Goals:	1. Student Completion/ Success	2. Community Connections	3. Organizational Development
External Demographics			
San Mateo County Population Projections		✓	
San Mateo County Population Projections by Age Group, 2010 to 2030		✓	
San Mateo County Population Projections by Ethnicity, 2010-2030		✓	
Population by Cañada Service Area		✓	
Educational Attainment, San Mateo County (includes population age 25 and over)		✓	
Educational Level in San Mateo County, by Ethnicity, 2015 (Age group 25+)		✓	
Educational Level in San Mateo County, by Gender, 2015 (Age group 25+)		✓	
Projected San Francisco, San Mateo and Santa Clara High School Graduates by County by school year		✓	
Sequoia Union High School District Enrollment by High School and by Ethnicity, 2015-16		✓	
Sequoia Union High School District Graduates with UC and CSU Requirements, by High School and by Ethnicity, 2015-16		✓	
Summary of San Mateo County Public High School 5-year Take Rates, 2008/09 to 2014/15		✓	
SMCCCD Matriculation for Students Graduating S.M. County Public High Schools 2010/11-2014/15, by High School, Unduplicated Headcount by College		✓	
SMCCCD Matriculation for Students Graduating S.M. County Public High Schools 2010/11-2014/15: Gender, Ethnicity, and BOG Waiver Status, Unduplicated Headcount by College		✓	
Employment: Unemployment by Industry and Completion	✓	✓	

Goals:	1. Student Completion/ Success	2. Community Connections	3. Organizational Development
Regional Workforce and Degree Completion Trends			
Regional Trends - Job Growth	✓	✓	
Occupation by Cañada Service Area Zip Code	✓	✓	
Regional Higher Education Completions	✓	✓	
Regional Program Completions by Earnings and Number of Jobs in Cañada Service Area	✓	✓	
Occupations Demand in San Mateo County, Ranked by Annual Job Openings (include occupations ≥ 30 job openings)	✓	✓	
Occupations Demand in Cañada Service Area, Ranked by Annual Job Openings (include occupations ≥ 30 job openings)	✓	✓	
Internal Demographics			
Cañada Headcount and Enrollment Trends		✓	
Enrollment Trends by Cañada Service Area, Other San Mateo County, and Outside San Mateo County		✓	
Enrollment Trends by Residency Status		✓	
Enrollment Trend by Gender		✓	✓
Enrollment Trends by Ethnicity		✓	✓
Enrollment Trend by Age		✓	✓
Enrollment Trend by Distance Education Courses		✓	
Enrollment Trend by Day and Evening Classes		✓	
Enrollment Trend by Enrollment Status		✓	
Enrollment Trend by Educational Goal	✓	✓	
Course Success and Retention Rates Overall, Basic Skills, CTE, and Transferable Courses	✓		
Faculty and Staff Demographic Information			✓

E. External and Internal Environmental Scans (cont.)

Goals:	1. Student Completion/ Success	2. Community Connections	3. Organizational Development
Student Success			
Student Success Scorecard (Cañada and State)	✓		
Course Success and Retention Rates Overall, Basic Skills, CTE, and Transferable Courses	✓		
Student Equity Data	✓		✓

F. Educational Master Plan: Planning Team

Tri-Chair:
- Academic Senate President—Doug Hirzel (Science and Technology Division)
- Classified Senate President—Debbie Joy (Student Services Division)
- Dean of Planning, Research and Institutional Effectiveness (PRIE)—Chialin Hsieh

Faculty Representatives:
- Paul Roscelli (Business, Design, and Workforce Division)
- Alicia Aguirre (Humanities and Social Sciences Division)
- Chris Rico (Counseling Division)

Classified Staff Representatives:
- Nick Carr (Athletics, Kinesiology, Dance, Library and Learning Resources Division and Academic Support)
- Tracy Huang (Administrative Services Division)

Student Representative:
- Jo Dai (Associated Students of Cañada College)

EMP Writer:
- English Faculty—Doniella Maher

Book Design & Layout:
- Visual Communications Coordinator—Jose A. Garcia Jr.

President, Vice Presidents, & Deans invited to participate throughout the process

From here, you can go anywhere

San Mateo County Community College District October 24, 2018

BOARD REPORT NO. 18-10-2B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Aaron McVean, Vice Chancellor, Educational Services and Planning, 358-6803

APPROVAL OF MODIFICATIONS TO SKYLINE COLLEGE, COLLEGE OF SAN MATEO AND CAÑADA COLLEGE MISSION STATEMENTS

In meeting ACCJC Accreditation Standard I.A., Mission, each college regularly reviews its mission statement and revises the statement as necessary. Using a well-defined shared governance process, each college constituency has had an opportunity to provide input to proposed modifications of their respective college mission statements. Supporting statements, such as vision, values, goals and priorities have also been included to provide context to each of the college's mission statements. All statements and goals are in alignment with the San Mateo County Community College District Mission Statement and also the Reaffirmation of Board of Trustees' Core Values and Principles.

RECOMMENDATION

It is recommended that the Board of Trustees approve the modifications to the Cañada College, College of San Mateo, Skyline College and mission statements as attached.

SKYLINE COLLEGE
MISSION-VISION-VALUES

MISSION
To empower and transform a global community of learners.

VISION
Skyline College inspires a global and diverse community of learners to achieve intellectual, cultural, social, economic and personal fulfillment.

VALUES
Education is the foundation of our democratic society.

Thus:

SOCIAL JUSTICE
We are committed to a comprehensive diversity framework that promotes social justice throughout all policies, procedures, and practices of the College.

CAMPUS CLIMATE
We value a campus-wide climate that reflects a 'students first philosophy' with mutual respect between all constituencies and appreciation for diversity. Both instruction and student services are dedicated to providing every student with an avenue to success.

OPEN ACCESS
We are committed to the availability of quality educational programs and services for every member of our community regardless of level of preparedness, socio-economic status, gender, gender expression, sexual orientation, cultural, religious, or ethnic background, or disability status. We are committed to providing students with open access to programs and responsive student services both in person and online that enable them to advance steadily toward their goals.

STUDENT SUCCESS AND EQUITY
We value students' success in achieving their goals, on-time, and strengthening their voices as they transform their lives through their educational experience. We aim to identify and address equity gaps through evidence-based research to ensure that each student has the opportunity to succeed.

ACADEMIC EXCELLENCE
We value excellence in all aspects of our mission as a comprehensive community college offering preparation for transfer to a baccalaureate institution, workforce and economic development through career technical education programs and certificates, Associate of Arts and Associate of Science degrees, a baccalaureate degree, basic skills development, and lifelong learning. We are committed to academic rigor and quality with relevant, recent, and evolving curricula and well-equipped programs that include new and emerging areas of study. We are dedicated to an educational climate that values creativity, innovation and freedom of intellectual exploration, discovery, thought, and exchange of ideas.

COMMUNITY PARTNERSHIPS
We value a deep engagement with the community we serve through collaborating with local school districts, industry, non-profits, government and the arts. Valuing our role as an academic and cultural center, we are dedicated to meeting the needs of the labor market and community.

PARTICIPATORY GOVERNANCE
We value just, fair, inclusive, and well understood, transparent governance processes based upon open and honest communication.

SUSTAINABILITY
We value an institutional culture that is committed to environmental sustainability and justice. We are committed to the tenet of sustainability, "To meet present needs without compromising the ability of future generations to meet their needs."

College of San Mateo Mission & Values Statements

College of San Mateo is committed to addressing the broad educational needs of the local and world community. We foster success and ensure equitable opportunities for all our students, while celebrating the diversity of our campus.

EQUITY

As a Hispanic Serving Institution, we are committed to creating a socially just campus climate wherein everybody is welcome and celebrated, and wherein everybody is an integral part of the campus. We are committed to creating a socially just campus climate wherein everybody is welcome, celebrated, and an integral part of the campus. We believe that all students are entitled to a safe learning environment that celebrates their intersectional identities, fosters their agency, and develops their capacity for self-advocacy.

ACADEMICS

CSM takes great pride in its commitment to academic excellence. Our goal is to facilitate engaged, informed leadership and successful, satisfying careers for our students. We see our campus as a vibrant hub of intellectual rigor and relevance. As such, we embrace mindful learning, information literacy, and independent thinking to ensure a dynamic, innovative workforce and transfer population.

COMMUNITY

Consistent with our commitment to equity, CSM strives for a vibrant, inclusive and safe college community. In support of this, we must recruit and retain a diverse faculty and staff and foster professional development informed by critical pedagogy and aligned with our college mission. Together, we aim to create an environment that fosters collegiality and empowers our students to reach their full potential inside and outside the classroom.

GOVERNANCE

Because the college's success is intricately linked to the collective wisdom and values of its students, faculty, staff, and administrators, we strive for an inclusive, collaborative, and transparent decision-making process and governance. To this end, we strive to ensure that communication is multidirectional and incorporates feedback from the entire campus community.

Approved by Institutional Planning Committee, April 3, 2018
Approved by Board of Trustees, [DATE]

College of San Mateo

Mission, Vision and Values

Mission Statement

Cañada College provides our community with a learning-centered environment, ensuring that students from diverse backgrounds have the opportunity to achieve their educational goals by providing transfer, career/technical, and basic skills programs, and lifelong learning. The college cultivates in its students the ability to think critically and creatively, communicate effectively, reason quantitatively to make analytical judgments, and understand and appreciate different points of view within a diverse community.

Vision Statement

Cañada College is committed to being a preeminent institution of learning, renowned for its quality of academic life, its diverse culture and practice of personal support and development, extraordinary student success, and its dynamic, innovative programs that prepare students for the university, the modern workplace, and the global community.

College Values

Our College values represent the unique truths and opportunities represented and valued by our college community.

Transforming Lives

High Academic Standards

Diverse and Inclusive Environment

Student Success in Achieving Educational Goals

Community, Education, and Industry Partnerships

Communication and Collaboration

Engaging Student Life

Accountability

Sustainability

Transparency

San Mateo County Community College District   October 24, 2018

BOARD REPORT NO. 18-10-100B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Tom Bauer, Vice Chancellor of Auxiliary Services, 358-6782

APPROVAL OF SAN MATEO ATHLETIC CLUB FEE AND PLAN REVISIONS

The San Mateo Athletic Club (SMAC) is proposing an increase in the monthly fees for the first time since January 1, 2017. This proposal also recommends reducing the membership dues for faculty and staff. The proposed rates for each category are attached to this report. The average proposed increase is 4.5%. In certain instances, the increase could be negated by referring a new member (receiving a $50 dues credit for each referral). With more than half of the 6,000 members joining the Club on a referral basis, this incentive is often realized.

Increases in monthly dues nationwide are generally applied on an annual basis and are designed to offset increases in operational costs. The industry standard for increases in membership fees is 3% - 10% annually. Given the increased operational costs in utilities and salary/benefit costs, an increase in dues is necessary to ensure SMAC's exceptional level of service to its members and economic support for academic initiatives such as the Promise Program. The new rates would be effective January 1, 2019.

A rate analysis of similar fitness facilities in a radius of less than five miles of SMAC was conducted. The monthly dues for the facilities that were identified as similar in size, services and programming are detailed in the table below.

Site	Single Dues
BC Redwood Shores	$260
Equinox	$165
Peninsula JCC	$124
Primetime	$105
SMAC	$ 72
Peninsula YMCA	$ 67

The proposed single monthly membership rate at SMAC is considerably less than four of the facilities closest to SMAC and only $5 higher than the local YMCA.

It is staff's intention to continue reducing the membership fees for employees of the District, in hopes that lowering the already deeply discounted employee rates will further incentivize District employees to make SMAC part of their healthy lifestyle. In addition, student membership dues remain unchanged.

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed fee revisions for the San Mateo Athletic Club, as shown on the attached monthly fee schedule, effective January 1, 2019.

Membership Category	Current Rate	Proposed Rate	$ Difference	% Difference	Annual Impact
Non-County Residents					
Individual	$ 79.00	$83.00	$4.00	5.00%	$48.00
Couple	$ 123.00	$129.00	$6.00	5.00%	$72.00
Family	$ 152.00	$160.00	$8.00	5.00%	$96.00
Community Member					
Individual	$ 69.00	$72.00	$3.00	4.00%	$36.00
Couple	$ 109.00	$113.00	$4.00	4.00%	$48.00
Family	$ 131.00	$136.00	$5.00	4.00%	$60.00
Senior					
Individual	$ 56.00	$58.00	$2.00	4.00%	$24.00
Couple	$ 87.00	$89.00	$2.00	3.00%	$24.00
Corporate					
Individual	$ 58.00	$61.00	$3.00	5.00%	$36.00
Couple	$ 90.00	$94.00	$4.00	5.00%	$48.00
Family	$ 114.00	$119.00	$5.00	5.00%	$60.00
Faculty/Staff-Regular Plan					
Individual	$ 35.00	$30.00	-$5.00	-16.67%	-$60.00
Couple	$ 60.00	$55.00	-$5.00	-9.09%	-$60.00
Family	$ 80.00	$75.00	-$5.00	-6.67%	-$60.00
Student					
Individual	$ 35.00	$35.00	$0.00	0.00%	$0.00
Couple	$ 56.00	$56.00	$0.00	0.00%	$0.00
Family	$ 76.00	$76.00	$0.00	0.00%	$0.00
Faculty/Staff Non Prime Time					
Individual	$ 15.00	$12.00	-$3.00	-25.00%	-$36.00
Couple	$ 27.00	$24.00	-$3.00	-12.50%	-$36.00
Family	$ 36.00	$33.00	-$3.00	-9.09%	-$36.00

San Mateo County Community College District   October 24, 2018

BOARD REPORT NO. 18-10-101B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: José D. Nuñez, Vice Chancellor, Facilities Planning, Maintenance and
                       Operations, 358-6836
                       Chris Strugar-Fritsch, Director of Capital Projects, 378-7342

**APPROVAL OF CONTRACT AWARD FOR COLLEGE OF SAN MATEO BUILDING 17,
LEARNING COMMUNITIES MODERNIZATION PROJECT**

The 2015 Facilities Master Plan Amendment identified College of San Mateo Building 17 as needing modernization/renovation in order to provide additional space for student support services. The Building 17 Modernization project responds to that need by modernizing the building, creating spaces for student Learning Communities including Puente Project, Umoja, Mana, Honors Project and Project Change. The space is called "The Village" and includes individual areas for each community surrounding a central shared gathering space. The Village will be directly adjacent to the existing Center for Student Life area in Building 17. The project is covered under the approved Program Stabilization Agreement amended by the Board of Trustees on March 16, 2016 (Board Report 16-3-103B) which includes a provision for the General Contractor and Building Trades Council to participate in the Trades Introduction Program (TIP) and JobTrain Program.

Cody Anderson Wasney Architects was hired to work with the College administration, faculty, staff and students, as well as with Facilities, to program and design the project to best meet the needs of the Learning Communities within the confines of the existing building structure. The architect completed the design plans and specifications, submitted those to the Division of the State Architect, obtained final approval and issued the DSA approved documents for bidding.

The Facilities Planning Department bid this project twice on June 14, 2017 and November 21, 2017. Both bid results were rejected due to budget constraints (Board Report 17-6-7CA and Board Report 18-1-105B). Subsequently, staff recommended, and the Board of Trustees approved, utilizing the Lease-Leaseback delivery method for the project (Board Report 18-2-105B).

Staff conducted a combined qualifications/best value selection process, publicly advertised the project, and posted the Request for Proposals #86790 on the District's online bidding system on August 22, 2018. Three proposals were received on September 24, 2018. The District's RFP Selection Committee was comprised of representatives from Facilities Planning and Operations, General Services, Swinerton Management & Consulting and Cody Anderson Wasney Architects. The selection committee scored the proposals using the following criteria and matrix:

Evaluation Criteria	Maximum Possible Points	Points Awarded		
		Build Group	Coulter Construction	Rodan Builders
Technical Proposal:				
a. Cover Letter Certification/Exhibit D Pass/Fail Requirements	Pass/Fail	PASS	PASS	PASS
b. General Information	**5**	4.8	4.4	4.6
c. History of Disputes and Performance History	**10**	7.8	10	9.8
d. Safety Record	**10**	8.8	9.6	8.8
e. Key Personnel	**10**	9.0	7.8	6.8
f. Experience with Public Works Construction Projects (DBB)	**5**	4.2	4.8	4.6
g. Experience with LLB Projects (K-12 or CC)	**5**	2.6	4.8	3.6
h. Approach and Methods of Construction Services	**15**	9.0	10.4	11.0
i. Project Schedule and Plan	**10**	6.2	7.0	8.0
Cost Proposal	**30**	20.0	30.0	28
Total	**100**	**72**	**89**	**85**

Coulter Construction was the highest scoring team with 89 points. They also had the lowest cost proposal, which awarded them the maximum possible (30) points for the cost portion of the evaluation.

This project will be funded by Measure H general obligation bonds.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Executive Vice Chancellor to execute a contract with Coulter Construction for Lease Lease-back construction of the College of San Mateo Building 17 Learning Communities Modernization Project, RFP #86790, in an amount not-to-exceed $4,820,050, which includes an owner contingency of 10% of the contract award.

San Mateo County Community College District   October 24, 2018

BOARD REPORT NO. 18-10-102B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Dayo Diggs, Director of Operations, Cañada College, 306-3186
                      Susan Harrison, Director of General Services, 358-6879

RATIFICATION OF AMENDMENT TO AGREEMENT WITH MOSAIC TRANSPORTATION FOR CAÑADA COLLEGE SHUTTLE SERVICE

In August 2018, Cañada College implemented a pilot shuttle service to provide students from the East Palo Alto community transportation to the College. The pilot is in effect through December 2018 and the College is collecting data regarding ridership throughout the pilot period.

The pilot program proved to be extremely popular and, in the first few weeks of the program, demand for the service significantly outstripped the capacity of the 13-student vehicle that was proposed for the initial service. Consequently, the College and provider, Mosaic Transportation, added a 24-passenger vehicle and an additional run time to the service. This additional capacity resulted in a contract cost that is over the public contract code bid limit. The initial cost of the contract was for $80,300. The District is seeking ratification of an amendment to the contract with Mosaic Transportation for an additional amount of $86,902.20 in order to meet the transportation needs of its students through December 2018. The services are procured pursuant to Government Code 53060.

The District is currently conducting an RFP for a longer term shuttle provider and expects to come to the Board with a recommendation in December.

RECOMMENDATION

It is recommended that the Board of Trustees ratify the Amendment with Mosaic Transportation for providing a larger vehicle and additional run times for its pilot shuttle service for a total amount not to exceed $167,202.20 through December 31, 2018. This amount includes the original contract amount of $80,300 and the cost for the additional services at $86,902.20.

San Mateo County Community College District   October 24, 2018

BOARD REPORT NO. 18-10-103B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Jennifer Taylor-Mendoza, Vice President of Instruction, Skyline College, 738-4321

RATIFICATION OF SOLE SOURCE SERVICES AGREEMENT BETWEEN SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT AND BAY AREA BIOTECHNOLOGY EDUCATION COMMUNITY (BABEC)

In March 2017, Skyline College was awarded $50,000 in Regional Joint Venture Funding through the Bay Area Community College Consortium to lead the Supply Chain Operations Project (SCOPE) which is a work-based learning opportunity for Biotechnology program students. Students follow industry practices in technical and soft skills to manufacture life sciences laboratory products for education in a simulated manufacturing operations environment. The College contracted with the Bay Area Biotechnology Education Community (BABEC) to implement and manage the SCOPE project. In April 2018, Skyline College was awarded Regional Joint Venture Funding again to lead the Supply Chains Operations Project and proposes to contract again with BABEC for $103,255.

BABEC is a non-profit organization located in South San Francisco's biotechnology hub and empowers teachers with technical skills and pedagogical knowledge to teach biotechnology and inspires students to engage in science by using advanced, research-grade equipment and curricula. The College has a long-standing and synergistic partnership with BABEC. For more than 10 years, BABEC has been collaborating with the College and other community colleges' biotechnology programs in the region by hosting train-the-trainer workshops, facilitating at biotechnology educator conferences, and providing guest speakers to participate in Skyline College's Science in Action Lecture Series.

Skyline College's continued work with the SCOPE project requires BABEC's project management, coordination, and technical assistance expertise. BABEC is uniquely positioned to take materials produced by biotechnology program students in the SCOPE project and work closely with partner community colleges to facilitate the proper ordering, manufacture and delivery of the biotechnology products. There are no other non-profit organizations in the Bay Area that could facilitate this project.

Ratification is requested to continue to utilize the services of BABEC in conjunction with this work. As lead for the Regional Joint Venture funding, Skyline College is confident BABEC will provide the necessary project management, coordination, and technical assistance expertise to further employ the SCOPE project.

RECOMMENDATION

It is recommended that the Board of Trustees ratify the sole source Services Agreement between San Mateo County Community College District and Bay Area Biotechnology Education Community (BABEC) in the amount of $103,255.

San Mateo Community College District   October 24, 2018

BOARD REPORT NO. 18-10-4C

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: David Feune, Director, Human Resources, 358-6775

DISTRICT EQUAL EMPLOYMENT OPPORTUNITY UPDATE

The Board will receive a staff update on three of the District's human resources diversity initiatives: the Equal Employment Opportunity Advisory Committee, the Faculty Diversity Internship Program and the Diversity Project Grant. These programs complement the District's overarching diversity and equity work and align with the District's Strategic Plan.

The District's Equal Employment Opportunity Advisory Committee assists in promoting an understanding of and support for equal opportunity and nondiscrimination policies and procedures. An important task assigned to the Committee is to prepare an Equal Employment Opportunity Plan (EEOP). The EEOP was brought before the Board at its May 16, 2018 meeting and was approved for the three-year period, July 1, 2018 through June 30, 2021. Other tasks assigned to the Advisory Committee include sponsoring events, trainings, programs and other activities that promote equal employment opportunity, nondiscrimination, retention and diversity. For the 2018-2019 academic year, there are two programs in place that should be highlighted: (1) the Faculty Diversity Internship Program (FDIP), and (2) the Diversity Project Grant.

The SMCCCD Faculty Diversity Internship Program (FDIP), which is in its second year (implementation phase), is a collaborative effort of the EEO Advisory Committee and the Academic Senate. The program introduces graduate students in the final year of their master's degree program to the District's colleges with the goal of preparing them to become full-time faculty members. The FDIP further reinforces the Board of Trustees' Affirmation of Commitment to Social Justice and aligns with the District's commitment to social justice, equity, and diversity with the firm belief that such a commitment advances the interests of college constituencies and the communities we serve. For the fall 2018 semester, we have a cohort of six mentees (interns)/mentors and we are currently accepting intern applications for the spring 2018 semester.

The Diversity Project Grant launched in spring 2018 to support projects that advance the goals of valuing and promoting diversity in the District. The EEO Advisory Committee received 16 applications and was impressed with the interest received and the ideas proposed. The committee approved the following four projects:

(1) HBCU Experiential Immersion

(2) Mental Health Awareness Events on Campus

(3) Student Leadership & Equity Summit

(4) Undoing Bias in Online Classes

All projects must be completed within one year of being awarded funding.