



Victoria P. Morrow, President  
November 30, 2007

**Open Forum for Proposals for Skyline's new buildings and site work: December 14, 1-4 pm, Room 2306**

Today is the deadline for proposals from Design/Build firms for our two new buildings, parking lots and other site work at Skyline. There will be three different ways to provide your input to the proposals:

- There will be a college-wide **Open Forum** to hear the proposals presented and see graphic depictions of them on December 14, from 1-4 pm, in Room 2306. Please join us there to provide your input.
- We will post the materials in the **Student Center** on Monday, December 17 through Friday, December 21, along with feedback sheets and a drop box for them. We will put them back up again after the holiday break, and have them available there from January 22-February 1.
- We will provide the same information on our **website** along with a link for electronic feedback.

I have attached an updated briefing on the background for this project and its current status, including what the project will include. It is also archived on our website at <http://www.skylinecollege.edu/skynotes/> under "Other Messages from the President."

**Supporting student success through scholarships**

I sent out a message yesterday afternoon encouraging Skyline philanthropy in relation to our student scholarships. That message will be archived at <http://www.skylinecollege.edu/skynotes/> under "Other Messages from the President." The key links I provided are these:

- List of scholarships to which you can contribute:  
[http://www.smccd.edu/accounts/skypio/PDF/Scholarships-donation\\_07.pdf](http://www.smccd.edu/accounts/skypio/PDF/Scholarships-donation_07.pdf).
- Scholarship Donor Agreement Form (in case you want to create a new scholarship): [Click here to download.](#)
- The form to start a payroll deduction or to increase your deduction:  
<http://www.smccd.edu/accounts/skypio/donation.html>.

Skyline is a very philanthropic community--many Skyline people contribute to student scholarships through divisions, or the DSPS scholarship or the Friends of Skyline scholarships or others. Scholarships can make the critical difference between staying in school and succeeding, or not. But we know that our number of scholarships, and the amount of each one, is far outstripped by the students' need. So, as the end of the year approaches, I want to encourage anyone who has been thinking that they would like to help with this to *do it now*. Contributions that will support the next cycle of scholarship awards this spring should be submitted by February 29, 2008. These contributions are tax deductible and you will receive a letter for your records.

**Carillon to begin chiming on Monday**

I mentioned in an earlier edition of *Skyline Shines* that as a part of our emergency communications system, a carillon would be installed at Skyline this fall. That equipment is now in place, and soon will be available for our use in the case of an emergency to broadcast a college-wide message. But the equipment has other capabilities as well, including the ability to serve as a campus clock, chiming the hour. We will begin using it for that latter purpose on Monday, with a single chime at each hour, between 8 am and 8 pm. I will be eager to know what you think of it, so please let me know via email, or go to our

E-suggestion box. You can get to that box via the link at the bottom of this email, or go through the front page of our website at <http://www.skylinecollege.edu/>.

### **Skyline artists shine at *Visions Seen & Unseen* Student Art exhibit opening**

Wednesday night we enjoyed the opening of this fall's student art exhibition, including photography, ceramics and sculpture. It was juried and curated by Arthur Takayama, sponsored by the ASSC, and hosted by the Skyline Photography Club. If you have not seen the exhibit yet, give yourself a treat. It will be open through next week in the Gallery Theater.



*Photo by Virginia Rosaes*

### **Congratulations to the North San Mateo County Leadership Forum Class of 2007**

Twenty one graduates celebrated completion of the North San Mateo County Leadership (NSMCLF) Forum in banquet ceremonies held November 28. The twelve week leadership development program is coordinated by the Colma-Daly City Chamber of Commerce in cooperation with Chambers of Commerce from Brisbane, Half Moon Bay, Millbrae, Pacifica, San Bruno and South San Francisco. NSMCLF provides students with the opportunity for interaction with experts and decision makers throughout the county to learn key operations of industry, government, education and community based organizations. The class is offered for credit through the Business Division at Skyline. Several community leaders attended the event in support of the graduates including Adrienne Tissier, San Mateo County Supervisor; Gina Papan, Millbrae City Council Member; Mario C. Panoringan, CEO - Daly City-Colma Chamber of Commerce; Georgette Sarles, President - Daly City-Colma Chamber of Commerce; C.R. "Larry" Formalejo, Vice Mayor, Colma; Helen Fisicaro, Colma Council Member; Joanne F. del Rosario, Colma Council Member. Key Program Coordinators from the Colma-Daly City Chamber include Greg Cochran, John Hui, and Adrienne Gonzalez. Here is the class, along with the people mentioned above (and me too!).



### **Last chance for The Other 49ers**

Thanks to a group of our Library faculty and staff, we have been enjoying a tremendous series of lectures and performances concerning the many different groups who were part of California's Gold Rush history. This President's Innovation Fund project was created by Barbara Daley, Eric Brenner, Dennis Wolbers, Carol Driscoll and Tom Hewitt. This week we had the pleasure of hearing both George Wright and Masao Suzuki speak about the roles of African Americans, Chinese, and Latinos, and next week, on Wednesday at noon in the Main Theater, will be the last in the series—Ruth Ann Lum McCunn, author of *Thousand Pieces of Gold*, will speak about the role of women in the Gold Rush. Here are Professors Suzuki and Wright (in miner costume) fielding audience questions last Monday.



*Photo by Shelly Hausman*

### **Community mentors meet with Puente students**

The Saturday before last, Puente students had a picnic to meet their new mentors. Mentors went through a special Puente Mentor training the Wednesday before the picnic. Our mentors met their mentees, played some "get to know you" ice-breaker type games and enjoyed pizza and basketball in the gym. Many thanks to all the mentors, especially faculty members Jacquie Escobar, Felix Perez, Hilda Fernandez, Pablo Gonzalez and Kathleen Azevedo-Feinblum, who contributed their time and energy to make this a successful event! And a special thanks to our Puente Counselor, Luis Escobar, for recruiting a wonderfully vast array of community members to mentor our students.



### **Skyline participates in the Great American Smoke Out**

The Skyline Health Center and Respiratory Therapy (RT) Program collaboratively conducted their annual Great American Smoke Out event on Thursday, November 15<sup>th</sup>. Donna Elliott and Jan Gersonde distributed literature on the effects of smoking and smoking cessation support. Respiratory therapy students conducted mini pulmonary function screenings which included respiratory rate, heart rate, blood pressure and oxygen saturation measurements. They also conducted peak expiratory flow rate maneuvers which help identify signs of obstructive lung disease, most often caused by smoking. RT students were able to practice their skills and conduct these pulmonary screenings on over 120 Skyline community members. Here Skyline student Anna Dneprov gets a pulmonary screening from Respiratory Therapy Program student Josephine Valdes.



### **Skyline College's Associated Students hosts a national student leadership conference**

Skyline College was the venue for the National Association of Student Clubs and Organization's (NASCO) second annual conference on November 16 through November 18. In addition to more than 60 students from various community college systems and four-year universities across the United States, members of the Associated Students of Skyline College (ASSC) and the Skyline Organization and Club Council (SOCC) attended the conference. Chancellor Ron Galatolo, who was introduced by ASSC President Lauren Hernandez, served as the opening keynote speaker. The conference focused on the critical role of student clubs and organizations in enriching the college experience of students.

Conference workshops included leadership development, diversity, communication, liability, marketing, club structures, campus collaboration, funding structures, conflict resolution, campus conferences and training. Kevin Chak, Skyline College Bookstore manager presented on the District's book rental

program. Special thanks to Amory Cariadus, Coordinator of Student Activities, for facilitating local arrangements in collaboration with ASSC.



*Photo by Virginia Rosales*

### **Skyline offers workshops at the Community College League of California (CCLC) Annual Convention**

Skyline was well represented at the annual meeting of the CCLC in mid-November. The League included three Skyline presentations on its program, with these people and topics:

- “A Framework for the SLO and Assessment Cycle”: Karen Wong, Christine Roumbanis and Cathy Hasson shared Skyline’s excellent work in this area.
- “Ensuring Student Success in the First Year: The Foundations of Excellence Model”: I joined a group of the leaders of our First Year Experience (FYE) project in this workshop—Lori Adrian, Cathy Hasson, Jacquie Escobar and Lucia Lachmayr. The other two leaders of our FYE project are Regina Stanback Stroud and Rachel Bell.
- “Maximizing Enrollment: Attendance Accounting 101”: Sherry Hancock joined colleagues from the statewide association of registrars and admissions officers in this workshop.

### **Skyline students shine at PTK Induction**

With friends and family in attendance, 56 Skyline students and 36 Cañada students were inducted into the Phi Theta Kappa Honor Society for the Fall 2007 semester. On November 16, Beta Theta Omicron hosted the Induction ceremony for new members of Phi Theta Kappa from Skyline and Cañada Colleges. It is the tradition of our two chapters that Beta Theta Omicron hosts the Fall Induction and Cañada’s Beta Zeta Nu hosts the Spring induction. San Mateo County Supervisor Mark Church commended the members on their academic achievement and their commitment to service. Everyone enjoyed and appreciated his talk on leadership and civic engagement. Pictured are Supervisor Church (second from right) with new Skyline Phi Theta Kappans.



Photo by Chris Case

### **Welcome to new Office Assistant in the Learning Center**

Rachel Castillo began Monday, November 19<sup>th</sup> in the Learning Center, replacing Linda Allen who has now accepted a permanent position at Canada. Rachel is a graduate of Skyline College who transferred on to San Francisco State University, earning a bachelor's degree in English. She has excellent experience working in administrative support positions in community non-profits, including the Samoan Community Center in SF. Most recently, she has been working at Golden Gate University providing administrative support to the Vice President of Academic Affairs. Please stop by and welcome her in person!

### **College Council Update**

1. **Accreditation:** The Council reviewed the Visiting Team's exit report, and the timeline for official action by the Accrediting Commission, which will be in January, with a letter and the final report to the college in early February. Focus groups will be convened in the spring to probe the recommendations concerning evaluation of governance and further improvement of communication.
2. **Safety cameras:** Jose Nunez, Vice Chancellor of Facilities Planning, Maintenance and Operations, provided a briefing on the plans to restructure Security district wide, improvements to emergency notification in the district, and the role of the Access Control and Monitoring Systems (ACAMS). The latter includes safety cameras. One is in service at Canada now, and the first cameras at Skyline are expected in about 6 months. He will provide the same briefing to the Academic Senate in January and then there will be a college wide Open Forum in the spring.
3. **District Shared Governance Council update:** Adolfo Leiva provided the update on topics discussed at the early November meeting including the Public Safety and Security Policy, which will now go to the Board of Trustees; the Codes of Ethics being developed by each employee group; the Sexual Assault Prevention Policy, and accreditation.
4. **Design/Build project update: proposal deadline, timeline and process for sharing it with the college and seeking feedback:** Vicki Morrow briefed the Council and shared a draft of the document which is attached to this edition of *Skyline Shines*. (See the first item.)
5. **Building scholarships for Skyline students:** The Council reviewed and provided advice on Vicki Morrow's draft email message to the college encouraging contributions to student scholarships. (That message was sent out yesterday afternoon, and is summarized above.)
6. **Next meeting: December 19**

### **College Budget Committee Update**

1. **District Committee on Budget and Finance update:** Linda Whitten shared the bleak state budget picture for 2008-09 due to the looming budget deficit aggravated by the slowing down of

the economy. Prop 98 is over-appropriated, so there is not enough to cover even the statutory COLA. If Prop 92 passes, this may mean more funding but will only be beneficial for 3 years after which the Prop 98 test factors kick in. District-wide, the colleges report a 5% average growth in FTES for the current year.

2. **Enrollment update for Skyline:** Cathy Hasson's latest Productivity Report shows Skyline's FTES at 6,204. This is 734 FTES away from the 07-08 college goal. Fall FTES is up almost 7% from Fall 06 with a load of 579 compared to 554 last year. If spring 2008 enrollment stays flat compared to last spring, Skyline will achieve a 4% growth from last year. This is higher than the targeted 2% growth increase.
3. **Budget for 2007-08 and recommendation on faculty hiring for 2008-09:** Eloisa Briones distributed a budget scenario showing how to close the college's budget gap in the current year. In addition, upon the committee's request, she presented budget projection scenarios for 2008-09 assuming 1 to 5 faculty, and 1 classified employee are hired. The committee had a very lively discussion around the need to increase the number of faculty and classified staff. This led to the formulation of CBC's recommendation to the president to hire the same number of faculty separations (whether through retirement or resignation), plus 2 more for a net gain of 2 full-time faculty. The committee also recommended funding 1 classified position, to be identified through the classified hiring process. Eloisa reminded the committee that, with the uncertainties around the state budget and assumptions made in the development of these scenarios, the committee should be prepared to make reductions to balance next year's budget, should the assumptions we are making do not materialize.
4. **Next meeting:** January 31.

#### Coming Up ...

##### **Friday, November 30**

- Men's Basketball at Gavilan, 5 p.m.
- Women's Basketball at Napa Valley, 5 p.m.
- Deadline for Proposals 2nd round of President's Innovation Fund, Due by 4:30 p.m. in the President's Office.

##### **Tuesday, December 4**

- Men's Basketball vs. Monterey at Skyline, 7 p.m.
- Women's Basketball vs. College of Marin at Skyline, 5 p.m.
- MESA Summer Internship Presentation, 1p.m., Room 2122

##### **Wednesday, December 5**

- CSEA Annual Holiday Lunch, noon- 2 p.m., Wedgewood, Burlingame
- Other 49ers: Author Ruthanne Lum McCunn, Noon, Main Theatre

##### **Thursday, December 6**

- Pilipino Cultural Night Fundraiser, 5-10 p.m., Fuddruckers, Daly City

##### **Friday, December 7**

- Winter Concert, Community and Jazz Bands, 7:30 p.m., Main Theatre
- Wrestling State Championships, 9 a.m., Fresno
- Men's Basketball, Skyline Classic (Through Sunday, Dec. 9), 2 p.m.
- Women's Basketball at Merritt College, TBA
- ASSC Toys for Tots Drive, 10:00am to noon, Quad, Bldg. 6

You can see the event calendar at [www.smccd.net/accounts/skypio/calendar.html](http://www.smccd.net/accounts/skypio/calendar.html)  
To add events to the calendar, visit [www.smccd.net/accounts/skypio/events.html](http://www.smccd.net/accounts/skypio/events.html)

#### **Do you have an item for *Skyline Shines*?**

If you do, just email me about it. Thanks.

**Do you have a suggestion?**

You may want to try our new e-Suggestion Box, via the hyperlink in the box below, or on the front page of our website at <http://www.skylinecollege.edu/>.



**For state level information on community colleges, see these websites:**

- The Chancellor's Office in Sacramento: <http://www.cccco.edu/>
- The Community College League of California: <http://www.ccleague.org/>
- The Research and Planning Group: <http://www.rpgroup.org/>

**Skyline Shines** is archived at <http://www.skylinecollege.edu/skynotes/>.



## **Skyline College Design Build Project Briefing**

November 29, 2007

### **Background**

In the fall of 2005, the local voters approved a capital construction bond for the San Mateo County Community College District. In the spring of 2006, Skyline developed its Educational Master Plan via the Educational and Facilities Master Planning Project Task Force and with the assistance of consultant Rick Voorhees. During the fall of the 2006-07 year, the college worked with Steinberg Architects to develop a Facilities Master Plan which identified our highest priorities for new and renovated buildings and for other Sitework at the college. Renovation work will include Building 1 (Creative Arts and Social Science and the Main Theater), the Child Development Center (this may be a renovation or a new construction project) and completion of the renovation of Building 2 (Student Services) to house some One Stop functions and the Telecommunications program.

The new construction and the Sitework needed were combined into a single “design/build” project. Design/Build projects involve a team including architects and building contractors, called a DBE or Design/Build Entity. During the spring of 2007, we worked with Kwan Henmi Architects to develop “bridging documents” for the design/build portion of the work. The bridging documents converted the more abstract ideas of the Facilities Master Plan into more concrete descriptions of the specifications for the buildings and the site. The renovation components of the Plan were designed separately. The bridging documents were used to assist the district to publish a Request for Proposals (RFP) for the design/build project in late spring 2007.

### **Current status of the Design/Build project**

We are now waiting to receive proposals from the firms that are competing for our project on November 30. We learned in late summer that our complex project original scope would have cost about \$117 million to build, so the gap was \$27 million. In order to ensure that qualified teams compete for our project, we needed to bring the scope and the budget more closely into alignment, and to do it quickly. Otherwise we would have risked a couple of things: loss of important competitors in the process, and delay in the project which will shrink the value of the money available.

The decision about how we should proceed was made within the college’s collaborative governance structure, and that means through the already established Educational and Facilities Master Plan Project Task Force or EFMPP. That group met right after the start of Fall Semester

on August 30, 2007, to review an array of scenarios for how to bring the scope and budget into alignment to provide recommendations to the president. That meeting was very well attended and we reviewed the background on the project, the criteria for identifying the college's best scenario (attached below along with the college's Vision and Mission statements), and seven different approaches to achieving alignment between the scope of the project and the budget for it. The President's Cabinet then considered the advice of the group on the key issues represented in the scenarios and the criteria and developed the final plan. We believe that we were able to capture a great deal of what had been originally planned.

### The Final Design/Build Project Plan

Provided below is the updated Facilities Master Plan map for the college, originally developed in 2006, and now revised to reflect the two new buildings proposed as well as the sitework.

### Updated 2006 Skyline Facilities Master Plan Map



Here are the essential features of the plan:

- We will move most of the original programming for the proposed Multicultural/Administration Building into the Wellness Building and eliminate the Multicultural/Administration Building.
- We will retain the Automotive Transmission Building.
- We will retain the Wellness Building and include in it the following:
  - Multicultural Center to include space for our Learning Communities, the International Students Program and the Asian Studies Program.
  - Cosmetology
  - Fitness/Training Room
  - Sports Medicine
  - 3 general classrooms
  - A classroom for Dance, Yoga and Pilates
  - Administrative offices
- There will be some simplification to the Sitework but we will still have the disabled access improvements we hoped for, greatly enhanced parking, more well defined entrances to the college and the landscaping for the interior of the campus.

We will establish a new name for the Wellness Building which better reflects its broader overall purpose: Multicultural Center, Administration, Cosmetology and Wellness functions are all part of it now. We will utilize our usual governance processes to make the decision on the new name for the building.

Other functions we had hoped to house in the Multicultural/Administration building will be located elsewhere on campus. The architect/contractor firm with which we will be working will be selected in early winter and then the detailed planning for our next wave of new buildings and site work will begin.

Here is the rough timeline from November 2007 through February 2008 and beyond:

November 30	Deadline for proposal submission in response to the Design Build Project Request for Proposals (RFP)
December 3-13	Review of proposal responsiveness to the RFP
December 14	College Wide Forum, 1-4 pm, Room 2306, proposal presentation and discussion
December 17-February 1	College wide feedback: displays will be placed in the Student Center with an opportunity to fill out feedback forms there. The proposal information will also be placed and electronic feedback can be submitted.

December 24- January 1	College and District closed
January 2-18	District Construction Planning Department prepares Information Report to the Board of Trustee based upon initial college feedback.
January 22	Spring Semester begins
January 23	Information Report to the Board of Trustees
February 27	Board of Trustees awards contract
February 28-May 30	Detailed design work with user groups and EFMPP
Fall 2008	Ground breaking for new facilities
Fall 2010	Completion of new facilities

As the details of the timeline firm up, the college will be kept apprised.