

TO: Members of the Board of Trustees

FROM: Dr. Melissa Moreno, Interim Chancellor

PREPARED BY: Julie Johnson, Chief Human Resources Officer
David Feune, Director, Human Resources

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

Chialin Hsieh Vice President of Instruction Office of the Vice President
Of Instruction

New administrative employment (Grade AB of the Management Salary Schedule 20; Salary Range: \$180,804 - \$232,260), effective May 1, 2023, replacing Tammy Robinson who retired. Chialin Hsieh previously held this position as Interim Vice President of Instruction.

College of San Mateo

Manasi Devdhar-Mane College International Student Services
Student Program Manager

Reassignment from Program Services Coordinator (Grade 27 of the Classified Salary Schedule 60; Salary Range: \$68,580 - \$87,504), into this classified supervisory (exempt) assignment (Grade 189E of the Academic-Classified Exempt Supervisory Salary Schedule 35; Salary Range: \$105,696 - \$133,884), effective April 27, 2023, replacing Aubrey Roderick who resigned. Manasi Devdhar-Mane previously held this position as Interim College International Student Program Manager.

District Office

Maxwell Warne Interim Facilities Manager Facilities

Reassignment from Senior Maintenance Engineer (Grade HH of the Buildings and Grounds Salary Schedule 70; Salary Range: \$81,024 - \$103,464), into this interim role (Grade 193E of the Academic-Classified Exempt Supervisory Salary Schedule 35; Salary Range: \$135,240 - \$171,324), effective April 27, 2023.

Skyline College

Lauren Ford

Interim Dean of Strategic Partnerships
& Workforce Development

Strategic Partnerships &
Workforce Development

Reassignment from Director of Strategic Initiatives and Planning (Grade 193E of the Academic-Classified Exempt Supervisory Salary Schedule 35; Salary Range: \$135,240 - \$171,324), into this interim role (Grade AD of the Executive Salary Schedule 20; Salary Range: \$169,668 - \$215,580), effective April 17, 2023.

B. PUBLIC EMPLOYMENT

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

Cañada College

Ingrid Martinez*

Office Assistant II

Counseling

New full-time, 12-month classified employment (Grade 18 of the Classified Salary Schedule 60; Salary Range: \$55,104 - \$70,248), effective April 27, 2023, replacing Nicolette Navarrete who resigned.

Philip Salazar*

Instructional Aide II

Humanities

New part-time (48%), 10-month classified employment (Grade 22 of the Classified Salary Schedule 60; Salary Range: \$24,220.80 - \$31,075.20), effective May 1, 2023, replacing Esha Pillay who resigned.

College of San Mateo

Jordana Garcia*

Office Assistant II

Strategic Initiatives &
Economic Development

New full-time, 12-month classified employment (Grade 18 of the Classified Salary Schedule 60; Salary Range: \$55,104 - \$70,248), effective April 27, 2023, replacing Angela Zepeda who was reassigned to Division Assistant.

Elvira Tapia*

Office Assistant II

Language Arts

New part-time (48%), 12-month classified employment (Grade 18 of the Classified Salary Schedule 60; Salary Range: \$26,449.92 - \$33,719.04), effective May 1, 2023, replacing Keith Wan who was reassigned to a full-time Office Assistant II.

District Office

James Johnson*

Membership Sales Specialist

Community Fitness

New full-time, 12-month classified employment (Grade 18 of the Classified Salary Schedule 60; Salary Range: \$55,104 - \$70,248), effective April 27, 2023. This position was previously Board approved on April 27, 2022.

Sean Lewis* Public Safety Officer Public Safety

CORRECTION: At its meeting on March 22, 2023, the Board approved a new full-time, 12-month classified employment (Grade 27 of the Classified Salary Schedule 62; Salary Range: \$73,164 – \$93,336), effective April 1, 2023, replacing Kirill Solodchenko who resigned. A correction is being made to this item. The Office of Human Resources was informed that Sean Lewis' start date will be May 1, 2023. Therefore, with the adoption of this report, the Board rescinds its approval previously granted to this item.

Skyline College

Rubielyn Mae Bactad-Ruiza* Office Assistant II Counseling

New full-time, 12-month classified employment (Grade 18 of the Classified Salary Schedule 60; Salary Range: \$55,104 – \$70,248), effective April 27, 2023, replacing Donna Elliott who retired.

Michelle Nava* Child Development Center Aide III Master Teacher Business, Education & Professional Programs

New full-time, 10-month classified employment (Grade 22 of the Classified Salary Schedule 60; Salary Range: \$50,460 – \$64,740), effective April 27, 2023, replacing Michelle Amaral who was reassigned to Program Services Coordinator.

Ranade Shruti* Program Services Coordinator Science, Technology, Engineering & Math

New full-time, 12-month classified employment (Grade 27 of the Classified Salary Schedule 60; Salary Range: \$68,580 – \$87,504), effective May 1, 2023, replacing Tammy Wong who was reassigned to Instructional Support Assistant.

Christopher Wardell* Staff Assistant Marketing Development & Public Relations

New full-time, 12-month classified employment (Grade 21 of the Classified Salary Schedule 60; Salary Range: \$59,112 – \$75,552), effective May 1, 2023, replacing Rebecca Threewit who was reassigned to Administrative Assistant.

2. Re-Employment

None

C. REASSIGNMENT THROUGH THE HIRING PROCESS

Cañada College

Afsaneh Salim Office Assistant II (NP) Counseling

Reassigned through the hiring process from a part-time (48%), 10-month Office Assistant II (Grade 18 of the Classified Salary Schedule 60; Salary Range: \$45,920 - \$58,540) into this full-time, 12-month classified position (Grade 18 of the same Salary Schedule; Salary Range: \$55,104 - \$70,248), effective April 28, 2023. This position was previously Board approved on January 25, 2023.

Luis Vargas* Financial Aid Technician Enrollment Services

Reassigned through the hiring process from a full-time, 12-month Program Services Coordinator (Grade 27 of the Classified Salary Schedule 60; Salary Range: \$68,580 - \$87,504) into this full-time, 12-month classified position (Grade 26A of the Classified Salary Schedule 60; Salary Range: \$67,596 - \$86,376), effective May 1, 2023, replacing Yesenia Mercado who transferred to the College of San Mateo.

District Office

Salpy Yousef IT Support Specialist ITS

Reassigned through the hiring process from a full-time, 12-month IT Support Technician II (Grade 31A of the Classified Salary Schedule 60; Salary Range: \$76,404 - \$97,620) into this full-time, 12-month classified position (Grade 37 of the Classified Salary Schedule 60; Salary Range: \$87,612 - \$112,152), effective April 27, 2023, replacing Victor Quintanilla who was reassigned to Web Accessibility Programmer.

Skyline College

Joshua Lindo Program Services Coordinator Student Equity and Support Programs

Reassigned through the hiring process from Instructional Aide II (Grade 22 of the Classified Salary Schedule 60; Salary Range: \$60,552 - \$77,688) into this full-time, 12-month position (Grade 27 of the same Salary Schedule; Salary Range: \$68,580 - \$87,504), effective April 27, 2023, replacing Allenbyron Ocampo who was reassigned to Equity Institute Manager.

D. TRANSFER/ADMINISTRATIVE REASSIGNMENT

None

E. NON-REPRESENTED EMPLOYEES ADDITIONAL DUTIES ASSIGNMENT

None

F. CHANGES IN STAFF ALLOCATION

Cañada College

1. Recommend a change in staff allocation to add one “Program Services Coordinator” position at Grade 27 of the Classified Salary Schedule 60 (Salary Range: \$68,580 - \$87,504) for the Cultural Center in Student Services, effective April 27, 2023. *(Justification attachment #01)*

College of San Mateo

1. Recommend creation of a new classification titled, “Digital Media Production Specialist” (Grade 31 of the Classified Salary Schedule 60; Salary Range: \$75,636- \$96,648), effective April 27, 2023. In addition, recommend a change in staff allocation to add one full-time, 12-month Digital Media Production Specialist position in the President’s Office, effective April 27, 2023. *(Justification attachment #02)*
2. Recommend approval of a temporary increase in staff allocation for two 10-month Child Development Center Aide I positions in the Child Development Center, effective June 12, 2023 through July 30, 2023.

<u>Allocation</u>	<u>Incumbent</u>	<u># of Days</u>
Child Development Center	Izamar Nieto	28 days
Child Development Center	Clara Valdez Chon	28 days

3. Recommend approval of a temporary increase in staff allocation for two 10-month Child Development Center Aide II positions in the Child Development Center, effective June 12, 2023 through July 30, 2023.

<u>Allocation</u>	<u>Incumbent</u>	<u># of Days</u>
Child Development Center	Faridah Nejrabi	28 days
Child Development Center	Maricela Claudio	28 days

4. Recommend approval of a temporary increase in staff allocation for two 10-month Child Development Center Aide III positions in the Child Development Center, effective June 12, 2023 through July 30, 2023.

<u>Allocation</u>	<u>Incumbent</u>	<u># of Days</u>
Child Development Center	Yovanka Crossley	28 days
Child Development Center	Lori Pilster	28 days

District Office

1. Recommend creation of a new classification titled, “Executive Director of Community and Government Relations” (Grade AC of the Management Salary Schedule 20; Salary Range: \$177,984- \$226,704), effective April 27, 2023. In addition, recommend a change in staff allocation to add one Executive Director of Community and Government Relations position in the Chancellor’s Office, effective April 27, 2023. This new classification will replace the Executive Director of Chancellor’s Office Strategic Initiatives position #1A0045 (Grade AC of the Management Salary Schedule 20; Salary Range: \$177,984- \$226,704), which upon its creation in December 2022, defunded the Chief of Staff position #1A0013 (Grade AA of the Management Salary Schedule 20; Salary Range: \$217,920 - \$270,780). Furthermore, this classification will replace the Director of Public Affairs position #1CC034 (Grade 195E of the Academic-Classified Exempt Supervisory Salary Schedule 35; Salary Range: \$149,112 - \$188,856), which is funded through June 30, 2023. *(Justification attachment #03)*

2. Recommend creation of a new classification titled, “Chief Diversity Officer and Ombuds” (Grade AA of the Management Salary Schedule 20; Salary Range: \$217,920 – \$270,780), effective April 27, 2023. In addition, recommend a change in staff allocation to add one temporary Chief Diversity Officer and Ombuds position in the Chancellor’s Office, effective April 27, 2023 through June 30, 2024. *(Justification attachment #04)*

G. PHASE-IN RETIREMENT

None

H. LEAVE OF ABSENCE

District Office

Jose Ruiz Custodian Facilities

Personal leave of absence without pay without benefits, effective January 1, 2023, through May 31, 2023.

I. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION

1. Retirement

College of San Mateo

Helia Ying Division Assistant Counseling

Retiring effective April 30, 2023, with 16 years of District Service. Not eligible for District retiree benefits.

Linda Hand Professor Math and Science

Retiring as Professor Emerita effective August 4, 2023, with 29.5 years of District Service. Eligible for District retiree benefits.

Skyline College

Nataliya Gamburg Child Development Center Aide III
Master Teacher Business, Education &
Professional Programs

Retiring effective May 31, 2023, with 24.5 years of District Service. Eligible for District retiree benefits.

Poh Kim Lim Librarian Academic Support &
Learning Technologies

Retiring as Professor Emerita effective May 26, 2023, with 22.5 years of District Service. Eligible for District retiree benefits.

Paul (Tony) Jackson Professor Social Science & Creative Arts

Retiring as Professor Emeritus effective May 26, 2023, with 23.5 years of District Service. Eligible for District retiree benefits.

2. Post-Retirement

None

3. Resignation

Cañada College

Dina Cousin Instructional Aide II Academic Support and Learning Technologies

Resignation effective March 6, 2023, with 4.5 years of District service.

Klaressa Ortiz Program Services Coordinator-Degree Audit Enrollment Services

Resignation effective April 3, 2023, with 3.5 years of District service.

District Office

Dafna Kapshud Foundation Development Manager Foundation

Resignation effective April 14, 2023, with 5.5 years of District Service.

Ana Pulido Interim Director of Public Affairs District Office

Resignation effective April 9, 2023, with 1 year of District Service.

Xiaozhu Chen Custodian Facilities

Resignation effective April 16, 2023, with 1 year of District Service.

Skyline College

Vincent Chandler Associate Professor Language Arts

Resignation effective April 3, 2023, with 4.5 years of District service.

Athena Mendoza Office Assistant Business Education and Professional Programs

Resignation effective March 24, 2023, with 5 months of District service.

Jackeline Santizo

Program Services Coordinator

Equity Institute

Resignation effective April 25, 2023, with 7 years of District service.

J. ESTABLISHMENT OF EQUIVALENCY TO MINIMUM QUALIFICATIONS**Skyline College****Patrick Holmes**

Cosmetology

Business, Education &
Professional Programs

In accordance with Education Code 87359, the Academic Senate, Vice President of Instruction, and the President have approved the Equivalence Committee's validation of equivalent academic qualifications to teach in the Cosmetology discipline.

Kerry McNab

Cosmetology

Business, Education &
Professional Programs

In accordance with Education Code 87359, the Academic Senate, Vice President of Instruction, and the President have approved the Equivalence Committee's validation of equivalent academic qualifications to teach in the Cosmetology discipline.

Raxell Bach Villagracia

Automotive

Business, Education &
Professional Programs

In accordance with Education Code 87359, the Academic Senate, Vice President of Instruction, and the President have approved the Equivalence Committee's validation of equivalent academic qualifications to teach in the Automotive discipline.

K. PROFESSIONAL EXPERT/CONTRACT POSITIONS

<i>Location</i>	<i>Division / Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
Skyline College	Business, Education and Professional Programs – Bay Area Entrepreneur Center	3	07/01/2023	12/31/2023	Professional Expert: Consultant: To support the BAEC and BAEC Director with workshops and implement programs and resources for students. Experts will review, analyze and consult for specific events, projects, and programs requiring specialized knowledge and expertise, including outreach, written and verbal communication and data collection, and analysis. Requesting Manager: Michael Kane

L. SHORT-TERM, NON-CONTINUING POSITIONS

<i>Location</i>	<i>Division / Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
Skyline College	Social Science / Creative Arts	1	07/01/2023	12/31/2023	<p>Instructional Aide II: Prepare and maintain music lab classrooms for rehearsals, including ensemble set-up, organization, and distribution of sheet music, coordination of rehearsal schedule, and recommend equipment maintenance as needed; Building 1 Remodel: Organization for rooms 1115 and 1111 and music storage when construction is done; Scheduling and tracking of music labs, practice rooms, performance spaces, studio lessons, and musical instruments; coordinate instrument and sheet music check-out for students and faculty remote-teaching kit (mics/green-screens/cameras) checkouts and tracking; Schedule and coordinate student access to music practice rooms; maintain and organize sheet music in music libraries for both vocal and instrumental musical ensembles. Requesting Manager: Danni Redding Lapuz</p>

Organization: Cañada College

Position Title: Program Services Coordinator

Position Classification & Salary Range: Classified
Salary Schedule 60, Grade 27

Position Funding Source: Cañada College SEAP Funds and DHSI Funds

Position Description:

The Cañada College Cultural Center seeks a full-time Program Services Coordinator (PSC) position. This position will help to ensure student access to relevant and transformative student services and programs that are inclusive, diverse, equitable, and antiracist. This position will report to the Director of Equity within the Office of the Vice President of Student Services. The PSC will help to remove barriers to student access, success, and completion through practices that reflect the fundamental importance of individualized learning experiences, the co-creation of knowledge, and the development of systems that promote access, continuous innovation, and excellence in teaching and learning.

Role & Responsibilities:

The primary responsibilities of the Cultural Center Program Services Coordinator are to support the coordination tasks and responsibilities of the Cultural Center and the Title V DHSI grant. These duties include managing the day to day activities of the Center, and supporting the grant activities, as well as assisting in preparation, and submission of regular reports to the college and the U.S. Department of Education. This role supports the grant activities, which in turn support the mission and goals of the college. Responsibilities include improving completion and transfer rates as well as building a stronger sense of community and belonging for students. Specifically, the PSC will focus on developing new and strengthening existing workshops and events that increase financial stability for students, support the development of a Second Year Experience program, support the *Conciencia* cohort in transforming college practices. Additionally, this position will develop and implement programs, workshops and activities that are culturally responsive and engage the campus community in topics of equity, antiracism and liberation, as well as additional preparation and support for grant activities, events, and general coordination of program grant deliverables.

Rationale/Justification for the Position:

The Cultural Center Program Services Coordinator will support the Cultural Center and the Director of Equity to coordinate programs, events, and services for the College in alignment with federal, state, and regional plans for equitable outcomes such as the CCCCCO Vision for Success initiatives and strategies for diversity, equity, inclusion, accessibility and antiracism initiatives related to the 2020 Call to Action. The Coordinator will support activities which strengthen community and sense of belonging, support the clarification of student educational plans during their second-year experience in ways that support completion of those goals, and support the financial stability of students.

Process Used:

Full review and discussion through Cañada College’s position prioritization request process in November and December 2022 as part of its annual integrated planning and budgeting cycle. The plan is for this position to be fully institutionalized within the College budget upon completion of the grant in Fall 2027.

New Position - Executive Summary

Organization: College of San Mateo

Position Title: Digital Media Production Specialist

Position Classification & Salary Range: Schedule 60, Grade 31 (Salary Range: \$75,636 to \$96,648)

Position Funding Source: Unrestricted General Fund 1

Position Description / Roles & Responsibilities: Reporting to the Director of Community Relations and Marketing, this position is responsible for producing multimedia content for distribution through in-person events and digital channels that engage, inform, and promote College of San Mateo throughout the community. Grounded by compelling visual storytelling, this position uses existing and new technologies to generate videos that provide academic program overviews, student/alumni testimonials, faculty/staff spotlight videos, event recaps, news, and more.

Rationale/Justification for the Position: With the ongoing proliferation of video streaming services, video-based social and recommendation media channels, as well as the rise of YouTube as a primary resource for education and entertainment, the College needs a permanent resource to plan, organize, shoot, edit, and deliver high-quality, emotionally activating multimedia content at a much higher frequency. This position will help bolster recruitment and retention efforts by providing content that meets prospective and current students where they are and keeps CSM highly visible, relevant, and memorable in the community.

Most current and future CSM students are digital natives who spend significant time viewing multimedia content on websites, social media, and streaming media services. In Spring 2022, CSM partnered with Interact Communications to conduct a Media Preferences Survey of CSM students (n=275).

Below are a few of the takeaways that support the need for this position:

- CSM students ranked YouTube, TikTok, and Instagram as their favorite social media channels, which are either fully video-based (YouTube and TikTok) or are on their way to becoming more videocentric (Instagram).
- CSM students ages 18–25 spend about 3-4 hours on social media platforms daily.
- Over 71% are “frequently” or “always” watching video content on their social platforms.
- 56% of CSM students stream their favorite shows.

One size does not fit all when producing and distributing multimedia. With different audience needs in many channels, the media landscape is more fragmented than ever. As a result, reaching those viewers through video content takes more strategic planning, resources, and effort than in the past.

Process Used: The position was approved through college resource request process.

New Position - Executive Summary

Organization: Chancellor's Office

Location: District Office

Position Title: Executive Director of Community & Government Relations

Position Classification & Salary Range: Management Salary Schedule 20, Grade AC, (\$177,984 - \$226,704)

Position Funding Source: Fund 1.

Position Description: This position replaces the Executive Director of Chancellor's Office Strategic Initiatives, which, when created, defunded the Chief of Staff position, and the duties of the Director of Public Affairs to formally decentralize Marketing and Communications to the colleges. The temporary Director of Public Affairs position will also be eliminated.

The Executive Director of Community and Government Relations reports to the Chancellor and will manage public affairs, government, media and community relations, oversee employee housing, committee coordination, county wide strategic initiative and partnerships, and coordination of legal counsel and other duties as assigned.

Role & Responsibilities:

- Responsible for disseminating information about the district to employees, the news media and the community, and for assuring that a coordinated, comprehensive public information and marketing program is developed and maintained.
- Under direction of the Chancellor, serves as the official district spokesperson to news media representatives on district issues.
- Plans and coordinates the preparation of official publications of the district, including community and staff newsletters, board meeting summaries, news releases, fact sheets, and miscellaneous publications.
- Monitors the status of district-community relationships and reports on the effect that various Board policies, programs, and practices could have on these relationships.
- Monitors state and federal legislation of concern to higher education in general and the San Mateo County Community College District in particular and develops position statements for consideration by the Chancellor and the Board of Trustees. Under direction of the Chancellor, informs state and federal legislators of the official district position on matters of concern to the district.
- Prepares monthly status reports on legislative activity; arranges and participates in meetings with local legislators and staff.
- Negotiates redevelopment agreements with agencies within the County in order to provide fiscal and programmatic benefits for the colleges and the district. Monitors existing agreements and programs jointly undertaken with redevelopment agencies (e.g. affordable housing program for college employees; establishment of satellite centers, etc.). Maintains relationships with cities and redevelopment agencies within the county in order to assure that college interests are best served by the local agencies' policies and practices.

Rationale/Justification for the Position: This position combines the duties of the Director of Public Affairs with the Executive Director of Chancellor's Office Strategic Initiatives position.

Process Used: The interim chancellor studied the historical positions, assessed need, and consulted with cabinet and human resources.

New Position - Executive Summary

Organization: Chancellor's Office

Location: District Office

Position Title: Chief Diversity Officer & Ombuds

Position Classification & Salary Range: Management Salary Schedule 20, Grade AA (\$217,920 - \$270,780)

Position Funding Source: Fund 1

Position Description: The Chief Diversity Officer and Ombuds, reporting to the Chancellor, will help synthesize and integrate the District's many effective efforts into a comprehensive strategy for enhancing diversity, equity, inclusion and access (DEIA) across all aspects of the District's mission.

The Chief Diversity Officer & Ombuds (CDO) has the responsibility to promote diversity broadly defined; to ensure equity across the institution; to foster a culture of respect and inclusion for all faculty, staff, students, alumni, and members of the community, and to advocate for the role that diversity and equity initiatives play in achieving institutional excellence.

In addition to furthering and reporting on Strategic Plan progress, the CDO will support District efforts to offer a safe, neutral, informal, and confidential space for faculty and staff to discuss and find solutions for workplace issues and concerns including attention to intercultural dynamics that impact communication, belonging, and thriving.

The CDO will work alongside the Chancellor as part of the District's commitment to an inclusion ecosystem and work to help our internal and external community members collaboratively foster a healthier, inclusive culture and work environment. This includes playing a key role in the coordination of Antiracism Council, Outreach to marginalized and underrepresented communities, District responses to emerging local, national, or global events that affect the experience of students, faculty, and staff, and stewarding relationships with external academic communities with which the District interacts. The CDO will work to ensure equity and fairness in partnerships with all local, state and national organizations.

Role & Responsibilities:

- The primary responsibilities include providing leadership District wide in the areas of antiracism, diversity, equity, and inclusion in accordance with the District's Strategic Plan and values.
- To promote an inclusive institution that honors and embraces social equity and makes recommendations on how to maximize antiracism, diversity, equity, and inclusion efforts across the District.
- Ensures and conducts equitable outreach to marginalized and underserved communities of color and develops and promotes inclusive mechanisms for serving these communities and student populations with an eye toward increasing enrollments and fostering industry partnerships.
- Collaborates with Human Resources in implementing the EEO Plan; serves on the EEO Advisory Committee. And, as a partner to Human Resources, administrators, develops, implements, and provides institutional employee training (onboarding and ongoing) to promote cultural understanding and competency and a climate of equity, inclusion and access.
- Facilitates the Antiracism Council meetings including agenda and priority setting, including developing annual strategic goals for diversity, equity, inclusion, and access.

- Lead evidence-based assessment efforts to help guide the investment of resources in the highest impact activities to foster a diverse and inclusive learning and workplace environment.
- Develops metrics and procedures to track institutional hiring trends and help units increase accountability through qualitative and quantitative assessments of hiring practices, programs, policies, and services.
- Draw upon research, scholarship, and information on national and international trends to develop and support innovative programs and policies relevant to anti-racism, diversity, equity, inclusion and access for faculty, staff, and students.
- Provide impartial and confidential conflict resolution services to members of the District community who are concerned about an issue. Consult with appropriate administrators and individuals to develop cooperative strategies for resolving concerns and complaints.

Rationale/Justification for the Position: The Antiracism Council put forward a resolution as justification for the position as included in the Board Packet.

Process Used: The interim chancellor determined needs through consultation and feedback from members of cabinet, human resources, and the Antiracism Council.

The San Mateo County Community College District's Antiracism Council's goal is to create a culture of equity with a lens of antiracism, radically reimagine how we commit to antiracism and how we can transform the educational experiences of all students, especially hyper-marginalized students.

Our Commitment: This work is two-pronged: to eradicate the underlying causes while, simultaneously, treating the pernicious symptoms of racism. In order to do this work, we are committed to analyzing and improving our systems to root out systemic, institutionalized anti-Black and other forms of racism. This council is made up of a cross-representational group of equity practitioners, with representation from across SMCCCD's three-college system. Anti-racism is infused in every aspect of our work -- such as but not limited to our mission statement, resource allocation, hiring practices, curriculum, and policies -- to create a culture of equity.

Our Philosophy: We acknowledge that racism is systemic and does not happen in a vacuum. Racism is both the offspring of and support for white supremacy. As such, we acknowledge that our institutions were designed to privilege certain groups and not others, built upon a white supremacist framework that disenfranchises poor, ethnoracially minoritized students of color.

The San Mateo County Community College District Antiracism Council Resolution supporting the creation of a District Diversity Officer

Whereas the purpose of the San Mateo County Community College District's Antiracism Council is to radically reimagine and act on how we commit to antiracism work with a targeted focus on combating anti-Blackness. We are working to transform our systems and culture by centering the experiences of BIPOC students, employees, and community members;

Whereas we are a district that openly supports equity and antiracism work and is in constant pursuit of eradicating anti-Black and other forms of racism and racist sentiments;

Whereas we are a district that is in support of an inclusive, welcoming, and safe environment where everyone is free to present themselves in their own truth without worry of intolerance, persecution, and/or attack;

Whereas we strongly believe that the existence of a District Diversity Officer affirms our commitment to equity, diversity and tolerance; bringing communities together in solidarity; and

Whereas the existence of a District Diversity Officer 1) advances collective equity and antiracism, 2) highlights the need for the eradication and isolation of racism and anti-Blackness 3) bridges gaps in diversity and equity advancing opportunities.

Now, therefore, let it be

Resolved, that the San Mateo County Community College District Antiracism Council recommends the creation of a District Diversity Officer position.

**Summary of Personnel Items
Board Meeting - 4/26/2023**

Staff Allocation Changes: FUND 1

Position	Organization	Department	FTE	Range	Source	Notes
Executive Director of Community and Government Relations	District Office	Chancellor's Office	1.00	\$177,984 - \$226,704	Fund 1	Replacing Executive Director of Chancellor's Office Strategic Initiatives position and Director of Public Affairs position.
Executive Director of Chancellor's Office Strategic Initiatives	District Office	Chancellor's Office	-1.00	\$177,984 - \$226,704	Fund 1	Position being replaced
Director of Public Affairs	District Office	Chancellor's Office	-1.00	\$149,112 - \$188,856	Fund 1	Temporary position being replaced
Chief Diversity Officer & Ombuds	District Office	Chancellor's Office	1.00	\$217,920 - \$270,780	Fund 1	Temporary Position.
Digital Media Production Specialist	CSM	President's Office	1.00	\$75,636 - \$96,648	Fund 1	Position was previously brought before the Board as "Digital Media Production Manager." CSEA objected to the manager designation so item was pulled for further discussion with CSEA. CSEA and District met and agreed to designate position in the CSEA unit.

Net Change in FTE 1.00

Staff Allocation Changes: FUND 3/ Other; Self-Funded or Grant Funded

Position	Organization	Department	FTE	Range	Source	Notes
Program Services Coordinator	Cañada College	Student Services	1.00	\$68,580 - \$87,504	Fund 3	

Net Change in FTE 1.00

Summary Changes in Net FTE		
	FUND 1	Fund 3/Other
New Positions	1.00	1.00
Faculty	0.00	0
Total by Fund	<u>1.00</u>	<u>1.00</u>
Grand Total	1.00	2.00