MINUTES
BOARD OF TRUSTEES
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
January 24, 2013
City College of San Francisco
Ocean Campus
Multi-Use Building Room 140
San Francisco

START: 6:02 p.m.

BOARD MEMBERS PRESENT: Dr. Natalie Berg, Dr. Anita Grier, Chris Jackson, Rafael Mandelman, Steve Ngo, John Rizzo, Lawrence Wong and Student Trustee William Walker

Also present: Interim Chancellor Dr. Thelma Scott-Skillman, Special Trustee Dr. Robert Agrella and Legal Counsel Scott Dickey.

I. CALL TO ORDER: President Rizzo called the meeting to order at 6:02 p.m.

II. PLEDGE OF ALLEGIANCE: President Rizzo led the Trustees and the audience in the Pledge of Allegiance.

III. ADOPTION OF AGENDA: MOVED/SECONDED by: Grier/Ngo. Motion was carried 7-0. Trustee Ngo moved that the meeting have an end time of 8:30 p.m. and that the agenda item for Chancellor Harris be moved to directly after the adoption of the agenda. Motion carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

IV. CONVERSATION WITH CALIFORNIA COMMUNITY COLLEGES’ CHANCELLOR BRICE HARRIS: California Community Colleges’ Chancellor Dr. Brice Harris informed the Board that the findings of the Fiscal Crisis Management Team (FCMAT) and of the Accreditation Commission for Community and Junior Colleges (ACCJC) present a real and immediate threat to the college and the survival of the college hinges on the Board and college leaders acknowledging the college is not too big to fail. He urged the Board to unite behind the Interim Chancellor who has developed a strong plan to meet the ACCJC standards. Dr. Harris acknowledged the significant progress the college has made, but warned that much additional work is required. He stated it is unfair and counter-productive to question the motives of the Interim Chancellor and Special Trustee, as they are here for the survival of the college. Chancellor Harris strongly recommended the Board of Trustees approach the work to be done as if the existence of the college depends upon it, because it does, and stated that a favorable outcome will only come about through urgent and focused action. It is important for all constituent groups of the college to come together to ensure the survival of the college.

V. APPROVAL OF MINUTES: MOVED/SECONDED by: Walker/Grier to adopt the December 13, 2012 Board meeting minutes. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker. MOVED/SECONDED by: Grier/Walker to adopt the January 10, 2013 Special Board meeting minutes. Motion carried 7-0.

VI. APPROVAL OF CONSENT AGENDA ITEMS:

- Resolution No. 130124-V-A (Approval of Contracts for Expenditures from Unrestricted Funds) MOVED/SECONDED by: Ngo/Mandelman. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

- Resolution No. 130124-V-B (Approval of Incoming Restricted Funds (Grants and Contract Education)) MOVED/SECONDED by: Ngo/Mandelman. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

- Resolution No. 130124-V-C (Approval of Contracts for Expenditures from Restricted Funds as required by Grant Funding or Contract Education) MOVED/SECONDED by: Ngo/Mandelman. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

- Resolution No. 130124-V-D (Authorization to Conduct a Summer 2013 Study Abroad Program in Culinary Arts in Oaxaca, Mexico and to contract with Capital Travel Solutions (CTS), formerly known as Kristensen International Travel and Tours, Ltd. (KITT) for travel and logistical program arrangements.) MOVED/SECONDED by: Ngo/Mandelman. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

- Resolution No. 130124-V-E (Procurement of Equipment, Supplies, Services, Etc., less than $3000) MOVED/SECONDED by: Ngo/Mandelman. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.
- Resolution No. 130124-V-F (Procurement of Equipment, Supplies, Services, Etc., more than or equal to $3000) **MOVED/SECONDED by:** Ngo/Mandelman. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

- Resolution No. 130124-V-G (Acceptance of Gifts/Donations) **MOVED/SECONDED by:** Ngo/Mandelman. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

- Resolution No. 130124-V-H (Academic Employees (Faculty) Credit Program/Non-Credit Program, District Funded City College of San Francisco Temporary Hourly Assignments – Academic Employees; General Fund, Unrestricted and amending previously granted Leaves of Absence) **MOVED/SECONDED by:** Ngo/Mandelman. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

- Resolution No. 130124-V-I (Academic Employees (Faculty) Credit Program/Non-Credit Program, Categorically Funded City College of San Francisco Temporary Hourly Assignments – Academic Employees) **MOVED/SECONDED by:** Ngo/Mandelman. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

VII. INFORMATION ITEMS:

A. Interim Chancellor Thelma Scott-Skillman presented an overview of the Closure Report, which is required by the Accrediting Commission for Community and Junior Colleges (ACCJC) as part of the Show Cause Report. She outlined the procedures in developing the report and emphasized that the college will do everything to remain accredited, while at the same time must have a plan in case it is not. Accreditation Liaison Officer Gohar Momjian presented an update on the progress of the Show Cause Report, reviewed changes to date to meet the ACCJC recommendations, and the timeline of activities to March 15. The Board was asked to respond to the Standard IV 81 draft response.

B. Vice Chancellor Peter Goldstein reported that the college has made financial changes that will allow us to offset the potential loss of state funding in the event we do not meet our enrollment goal. It will be difficult for the college to meet the enrollment goals as we will only be able to use one summer and have the additional challenge of limited repeatability and cap of 90 units. Vice Chancellor Goldstein will provide the Board with an update on the District’s response to the FCMAT report.

VIII. ACTION ITEMS:

A. The Accrediting Commission strongly recommended the college review, revise and add various policies that reflect best practices in community college. Amended Board Policy 8.01 – BUDGET PREPARATION AND FISCAL ACCOUNTABILITY is part of that effort.

**RECOMMENDATION:** That the Board of Trustees conduct a second reading of the amended board policy 8.01 – Budget Preparation and Fiscal Accountability. Council Scott Dickey announced the following modifications to the policy: In the first bullet point change “The annual budget shall support the District’s strategic plans.” to “The annual budget shall support the District’s Strategic Plan.” The second bullet point will be changed from “Assumptions upon which the budget is based are presented to the Board for review.” to “Revenue and expenditure assumptions upon which the budget is based are presented to the Board for review.” The fourth bullet point will be changed from “Changes in the assumptions upon which the budget was based shall be reported to the Board in a timely manner.” to “Changes in the revenue and expenditure assumptions upon which the budget was based shall be reported to the Board in a timely manner.” The second bullet point will be changed from “Assumptions upon which the budget is based are presented to the Board for review.” to “Revenue and expenditure assumptions upon which the budget is based are presented to the Board for review.”

**MOVED/SECONDED by:** (as amended) Ngo/Wong. Public comment was made by: Karen Saginor, Academic Senate. Motion made to further amend the policy to include the above and add “The development of the annual budget and the comprehensive planning process shall be directly linked.” **MOVED/SECONDED by:** Ngo/Mandelman. Motion carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

B. Resolution No. 130124-VIII-B (Formation of Parcel Tax Oversight Committee – Intention to amend San Francisco Community College District Policy Manual by adding Board Policy 2.11 – Parcel Tax Oversight Committee) **MOVED/SECONDED by:** Ngo/Mandelman. Motion was made to amend resolution to say: Meetings: The Parcel Tax Oversight Committee shall hold a minimum of two regular meetings each year.…… **MOVED/SECONDED by:** Mandelman/Grier. Motion to amend carried 6-0 with “Aye” advisory vote by Student Trustee Walker. (Trustee Wong out of the room.) Main motion carried 6-0 with “Aye” advisory vote by Student Trustee Walker. (Trustee Wong out of the room.)

C. Resolution No. 130124-VIII-C (Authorization to enter into a contract with CBRE for expert assistance in real estate matters) **MOVED/SECONDED by:** Ngo/Grier. Public comment was made by Emil Lawrence, student; Pamela Brown, student; Dr. Espanola Jackson, community leader; John Silverman, classified staff. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.

D. Resolution No. 130124-VIII-D (Public Notice of Initial Proposal of the Service Employees International Union, Local 1021, AFL-CIO for a Successor Collective Bargaining Agreement between San Francisco Community College District and Service Employees International Union, Local 1021, AFL-CIO) **MOVED/SECONDED by:** Ngo/Grier. Motion was carried 7-0 with “Aye” advisory vote by Student Trustee Walker.
IX. PUBLIC COMMENT:
Venetta Rohal - President of Foundation of City College of San Francisco, spoke in support of City College and urged the constituent groups to come together and support the Chancellor and the Special Trustee and fulfill the requirements of the Accreditation Commission; Tim Paulson – San Francisco Labor Council, expressed concern about City College and asked the college to continue to respect the unions and the workers; Alan Fisher – faculty, objects to the use of term “open for business”. CCSF is not a business but a school, opposes lack of paper catalog.

MOVED/SECONDED by: Mandelman/Jackson to extend the time of the meeting by 20 minutes. Motion carried 7-0.

Dr. Espanola Jackson – community leader, PUC is not keeping its promises to CCSF, Southeast Center rent is now being reduced; Pecolia Manigo – Coleman Advocates/student, not convinced that everyone at CCSF wants the students to succeed, Board of Trustees need to be held accountable; John Paul Poritz – student, customer service at college is poor, lack of creativity at the college; Pamela Brown – student, Gough Street Student President is gone and a new election will be held, college needs to be more positive and fight for the school; Toni Mendicino – Freedom Socialist Party & Radical Woman, City College is an excellent school and the school's mission is being compromised; Moises Montoya – resident of San Francisco, requested the Board of Trustees seek revenue and revenue sources from the rich; Connie Staff – faculty, urged the Board to make decisions to make sure the college survives; Edgar Torres – faculty, college needs to put student success first and urged the trustees to save City College.

MOVED/SECONDED by: Mandelman/Jackson to extend the time of the meeting to 9:00 p.m. Motion carried 7-0.

Emil Lawrence – student, too many cuts to student services; John Lawrence – classified staff, employees have made severe sacrifices, Board has moral obligation to save the College; Inder Grewal – student, the fact that students are confused about what is going on at the College means the College needs to improve communication, students need to be first; Rodger Scott – faculty, would like the college to pursue meeting the enrollment goal with the same sense of urgency they are attempting to restore the reserves; Carlos Heredia – Mission center student, urged the Board to contact people in the media to get help for the College; Denise Selleck – faculty, college staff is demoralized.

Written statement submitted by:
Joshua Beisiegel
I came here to speak to you about the proposed increase in International Student tuition. I fully realize we must raise funds from every available resource, including International Student tuition. I don't take issue with a reasonable increase. My issues here are twofold; first the manner in which this is being approached and the current quality of service given to the international students. This idea was presented to students in a poorly publicized, hastily assembled meeting with limited constituent input. Students must be consulted for an issue such as this.

The second issue is the very idea of raising tuition on a group consistently given the worst service at CCSF. These students complain of poor counseling service, limited orientations, inability to set classes and lack of information and paperwork in their native languages, particularly Chinese. These students deserve better, we must offer them something other than ever increasing fees.

Written statement submitted by:
Vivienne Han, student
I want to talk about the issue of International Students. It is sad to know that CCSF is going to raise tuition. I understand it is necessary to raise tuition, considering our school's financial condition. However, we pay far more tuition than anyone else and receive the lowest benefits and limited access to counseling. When we do, we often get incorrect information from counselors who are inexperienced and unfamiliar with our programs. So we don't even attempt to see them. Our basic needs are ignored. We came across the world to a new country without knowing anything about the new environment, so we do need assistance and orientation. Before the school is going to raise international students’ tuition, (as much as we love CCSF) you must consider our needs, or else CCSF may find itself lacking International Students.

Written statement submitted by:
Audrey Man YanYik, student
My name is Audrey Yik, I’m an International Student at CCSF, and an Associated Student Senator. I am aware that the enrollment of CCSF is decreasing. This is sad. However I have an idea that can increase the enrollment rate for CCSF in the future. CCSF should do more outreach to International Students. When I was in Hong Kong and planning to study in the United States I didn’t know or hear anything about CCSF. I heard
about Diablo Valley College and Skyline College. I came here because I had a friend who was a CCSF student and he told me the tuition fee is fair for International Students and the school program was pretty good. I think CCSF should start promoting the school, go to educational conferences, go to the study abroad agencies in other countries to get more students to come to this beautiful school.

X. REPORT FROM CONSTITUENT GROUPS:
Associated Students: Paula Brown, Gough Street Center
Academic Senate: Karen Saginor, President
Classified Senate: James Rogers, President

XI. BOARD OF TRUSTEES’ REPORTS: Student Trustee Walker reported the following: there needs to be more focus on students and communication, needs of the International Students are not being met, there is an open forum every Thursday at 1:00 and 5:00 pm at Ram Plaza, January 31 is the deadline for students who are interested in serving on the Participatory Governance Council.

XII. ADJOURNMENT: Meeting adjourned at 9:34 p.m.

XIII. SFCCD FINANCING CORPORATION ANNUAL MEETING
Board Members Present: Dr. Natalie Berg, Dr. Anita Grier, Chris Jackson, Rafael Mandelman, Steve Ngo, John Rizzo, Lawrence Wong and Student Trustee William Walker

Also present: Interim Chancellor Dr. Thelma Scott-Skillman, Special Trustee Dr. Robert Agrella, and Legal Counsel Scott Dickey.

• Call to order: President Rizzo called the meeting to order at 9:34 p.m.

• Vice Chancellor Peter Goldstein explained the need for maintaining the Financing Corporation and the need to elect officers each year to be in compliance with government code.

• The elected officers are: President John Rizzo as President, Interim Chancellor Dr. Scott-Skillman as Vice President, and Peter Goldstein as Secretary/Treasurer.

XIV. ADJOURNMENT: Meeting adjourned at 9:35 p.m.

Submitted by,
Interim Chancellor Dr. Thelma Scott-Skillman
Secretary, Board of Trustees
(By: L. Shaw)

Approved: ____________________________ Vice Chancellor of Finance and Administration