I. Roll Call
II. Pledge of Allegiance
III. Elections of Board of Trustees Officers
IV. Approval of minutes - October 24, 1996
V. Public Response to the Initial Proposals of the American Federation of Teachers, Local 2121, and of the San Francisco Community College District for a Successor Collective Bargaining Agreement.
VI. Report from Academic Senate
VII. Report from Associated Students Council
VIII. Report from Classified Senate
IX. Board of Trustees' Reports
X. Chancellor's Report
XI. Adoption of Resolutions Agenda
XII. Action on Resolutions Agenda Items

Finance (Pages 1-59 )

B1 - Authorizing the approval of Contract Modification #1 with Charles Salter Associates, for the Project: CCSF, Science Hall - Physics Labs & Earth
Sciences Classroom, located at the Phelan Campus, at a cost not to exceed, $1,782.50.

B2 - Authorization to contract with San Mateo county Community College District, Skyline College, to assist in the development and implementation of the Advanced Transportation Technologies Grant through the purchase of instructional equipment by Skyline College for the period July 1, 1996 through June 30, 1997. Total not to exceed $13,000.

B3 - Authorization to 1) contract with, and 2) appropriate funds from Pacific Gas & Electric Company to provide up to 464 hours of instruction, up to 144 hours for curriculum modification, up to 25 hours for project management, up to $3,080 for PC Repair books, up to $500 for materials for PC Repair training, January 20, 1997 through December 31, 1997, City College of San Francisco, $68,770. Total Contract not to exceed $68,770.

B4 - Authorization to contract with Contra Costa College for City College of San Francisco to pay expenses related to reassigned time for a Contra Costa College faculty member to assist Northern California Biotechnology Center in maintaining a World Wide Web Page, and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30, 1997 in the amount not to exceed $5,355.

B5 - Authorization to contract with De Anza College for City College of San Francisco to pay expenses related to assign a De Anza College staff member to assist Northern California Biotechnology Center in establishing and maintaining a World Wide Web Page, for the period of July 1,1996 - June 30, 1997 in the amount not to exceed $5,000.

B6 - Authorization to contract with Solano Community College for City College of San Francisco to pay expenses related to reassigned time for a Solano Community College faculty member to assist Northern California Biotechnology Center in implementing marketing strategies and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30,1997 in the amount not to exceed $5,355.

B7 - Authorization to contract with Skyline College for City College of San Francisco to pay expenses related to reassigned time for a Skyline College faculty member to assist Northern California Biotechnology Center maintaining the content of a World Wide Web Page and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30,1997 in the amount not to exceed $5,355.

B8 - Authorization to contract with Vista Community College for City College of San Francisco to pay expenses related to reassigned time for a Vista
Community College faculty member to assist Northern California Biotechnology Center in implementing marketing strategies and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30, 1997 in the amount not to exceed $5,355.

B9 - Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Civil Liberties Public Education Fund to establish a program entitled the Lesson from Japanese Internment: Understanding Discrimination through Personal Story and Cross Cultural Comparison Project with the involvement of Ethnic Studies, Social Sciences, Art, English and ESL departments, for the period of March 1, 1997 - June 30, 1998 in the amount not to exceed $63,535.

B10 - Authorization to contract with San Francisco State University for expenses related to reassigned time for a City College of San Francisco faculty member to provide coordination of the Bridges to Baccalaureate Program for the period of August, 1996 - June, 1997 in the amount not to exceed $9,026.

B11 - Authorization to amend Resolution No. 951214-B18 which approved application for and appropriation of $321,589 received under the California State Department of Education/Child development Division of Center Based Child Development Program for Fiscal Year 1996-97. An additional $10,321 was authorized to offset effects of inflation increasing the appropriation to $331,910.

B12 - Authorization to amend Resolution No. 960627-B24 which approved application for and appropriation of $535,818 received under the California State Department of Education under State Preschool Education Program for Fiscal Year 1996-97. An additional $17,200 was authorized to offset effects of inflation and increasing the appropriation to $553,018.

B13 - Authorization to amend Resolution No. 960725-B15 which approved application for and appropriation of $42,712 received under the California State Department of Education under the Title IV-A "At-Risk" Child Care Program for fiscal year 1996-97. An additional $686.00 was authorized to offset effects of inflation and increasing the appropriation to $43,398.

B14 - Authorization to (1) participate in a one-time-only funding from the California State Department of Education, Child Development Division from unexpended monies (carryover) 1996 Budget Act from Child Care and Development General Fund and (2) to appropriate all funds received for instructional materials and instructional supplies at Grace Child Development Center for the period of July 1, 1996 through June 30, 1997,
Declaration that the total amount of all tax exempt obligations issued by the District will not exceed $10 million for all of calendar year 1997.

Authorization to contract with 1) Yi Mae Chiu, $6,000; 2) Eva Lee, $6,000; 3) Shun Kwai Mak, $6,000 and 4) Gail Ong to provide technical assistance and program development for Garment 2000, School of Applied Science and Technology for the period January 1, 1997 through June 30, 1997. Total not to exceed $24,000.

Authorization to change the study abroad in Costa Rica program dates from February 6, 1997 - May 1, 1997 to August 23, 1997 - November 22, 1997 and authorization to contract with Consortium for International Education (CIE) for travel and logistical program arrangements, the costs to be borne by the students for the program, City College of San Francisco.

Authorization for Contract Modification #4 with B & B Concrete Construction, to cover the cost of Change Order #5, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, at a cost of $103,133.01.

Authorization to receive bid from and award contract to the firm of Alpha Bay Builders, Inc., an MBE firm, for construction services for the Project: CCSF, 5th Floor, Computer Room Alteration, located at the Downtown Campus, for a cost not to exceed $19,800.

PULLED

Authorization for Contract Modification #3 with GT Construction, to cover the cost of Change Order #5, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, at a cost not to exceed $9,345.51.

Authorization to receive bid from and award contract to the firm of Shooter & Butts, for construction services for the Project: Hillside Landscaping, located at the Phelan Campus, for a cost not to exceed $45,164.

Authorization to receive bid from and award contract to the firm of Alpha Bay Builders, Inc., an MBE firm, for construction services for the Project: Student Health Center Alterations, located at the Phelan Campus, for a cost not to exceed $48,200.

Authorizing the approval of Contract Modification #3 with Swinerton and Walberg, Co., for additional services for the Project: CCSF, Stadium
Renovation, located at the Phelan Campus, at a cost not to exceed, $_______. To extend the contract period thru January 17, 1997.

B25 - Reviewing and accepting the annual audit of the SFCCD for the Fiscal Year 1995-96

B26 - Authorizing modification to the contract with Moore Iacofano Goltsman, Inc. to provide consulting services to complete a strategic plan for City College of San Francisco February 1, 1997 to April 1, 1997, in the amount not to exceed $22,550

B27 - Authorization To Enter Into An Agreement With The Firm of Curiale, Dellaverson, Hirschfeld, Kelly & Kraemer For The Providing Of Legal Services In The Areas Of Labor and Non-Labor Relations, Beginning January 11, 1997 At A Rate Not To Exceed $185 Per Hour

B28 - Authorizing the approval of Contract Modification #3 with K P Lam Construction, for Change Order #4 for the Project: CCSF, Science Hall - Physics Labs & Earth Sciences Classroom, located at the Phelan Campus, at a cost not to exceed, $1,846.

B29 - Authorizing the approval of Contract Modification #2 with KYJ Associates, Inc., for additional services for the Project: CCSF, Auto Shop Ventilation, located at the Evans Campus, at a cost not to exceed, $4,450.

B30 - Authorization to amend a contract with Veronica Chavez, $5000.

B31 - Authorization to 1) contract with and 2) appropriate funds receivable from the Private Industry Council San Francisco for the San Francisco Assessment Center to provide assessment services for the period July 01, 1996 through June 30, 1997, in the amount of $42,000

Equipment, Supplies & Services (Pages 60-67)

C1 - Procurement of equipment, supplies, services, etc., less than $3,000

C2 - Procurement of equipment, supplies, services, etc., $3,000 or more

C3 - Acceptance of Gifts

Human Resources (Pages 68-174)
F1 - Academic Administrator Sabbatical Leave -- Spring 1997 City College of San Francisco.

F2 - Resignation from an Academic Administrative Position with the Intent to Retire.

F3 - Appointment of an Academic Administrator San Francisco Community College District.

G1-16- Academic Employees, Credit Program, District Funded

H1-5 - Academic Employees, Credit Program, Categorically Funded

J1-3 - Academic Employees, Non-Credit Programs, Categorically Funded

K1-3 - Academic Employees, Non-Credit Programs, District Funded

L1 - Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract

N1-167- Academic Employees Community Service Classes

Special (Pages 175-184)

S1 - Amending Board of Trustees Resolution No. 960725-S5 to Include the Classification of Apprentice Stationary Engineer (7333) and Establishing Wage and Benefit Levels for the Classification

S2 - Amending Board of Trustees Resolution No. 961121-S3 to Include the Classification of Project Manager I (5502) and Establishing Wage and Benefit Levels for the Classification

S3 - Authorizing that the student trustee starting June 1, 1997 be 1) elected by a college wide election of students Spring 1997 2) compensated at $350 per month, along with a $1000 travel allowance 3) asked for their advisory vote before the board votes on each resolution with that vote being recorded in the minutes.

S4 - Amendment to Board of Trustees Adopted List of Capital Improvements for Local Bond Issue, adding $10 million for acquiring sites for permanent homes for the Mission and Chinatown/North Beach campuses as part of a $50 million local bond issue to be placed on the June 1997 ballot.
S5 - Adopting Amended Wage Rates and Benefit Levels for Fiscal Year 1996-97 for Unrepresented Employees of the District Occupying Positions Within the Classifications of Plumber (7347) and Steamfitter (7348)

S6 - Adopting the San Francisco Community College District’s Initial Proposals to the American Federation of Teachers, Local 2121, for a Successor Collective Bargaining Agreement, After Public Comment

Informational Reports - No Action Necessary (Pages 185-186)


XII. Requests to Speak

XIII. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: February 27, 1997
South East Campus
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B1
Authorizing the approval of Contract Modification #1 with Charles Salter Associates, for the Project: CCSF, Science Hall - Physics Labs & Earth Sciences Classroom, located at the Phelan Campus, at a cost not to exceed, $1,782.50.

President and Members:

Resolution 900125-S6 authorized the District to contract with Charles Salter Associates, for construction of the project: Phelan Campus - Science Hall - Physics Labs & Earth Sciences Classroom. This Contract Modification #1 is necessary to cover the cost of changes to the scope of work involving preparation of construction specifications and drawings and system check out.

This Contract Modification #1 will bring the total cost of this contract to $3,382.50, and will be charged to the Appropriation Fund No.939218-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for authorizing the approval of Contract Modification #1 with Charles Salter Associates, for the Project: Science Hall - Physics Labs & Earth Sciences Classroom, located at the Phelan Campus, at a cost not to exceed, $1,782.50.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to the Appropriation Fund No. 939218-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970123-B2
Authorization to contract with San Mateo Community College District, Skyline College to assist in the development and implementation of the Advanced Transportation Technologies Grant through the purchase of instructional equipment by Skyine College for the period July 1, 1996 through June 30, 1997. Total not to exceed $13,000.

President and Members:

The Board of Trustees approved Board Resolution 960409-B2 appropriating funds from California Office of Economic Development through the Chancellor's Office California Community Colleges for a grant to continue the development of an Advanced Transportation Technology Consortium in collaboration with Skyline College and college of Alameda and designating City College as the fiscal agent of these funds. Appropriated funds are to be used to develop alternative fuel technologies through the purchase of related equipment. The ATT Consortium has designated up to $13,000 to Skyline College for the purchase of said equipment.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to contract with San Mateo Community College District, Skyline College to assist in the development and implementation of the Advanced Transportation Technologies Grant through the purchase of instructional equipment by Skyine College for the period July 1, 1996 through June 30, 1997. Total not to exceed $13,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record these budgets on the accounts of the SFCCD and to submit any and all reports required in the administration of said programs.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Chui Tsang
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 970123-B3
Authorization to 1) contract with, and 2) appropriate funds from Pacific Gas & Electric Company to provide up to 464 hours of instruction, up to 144 hours for curriculum modification, up to 25 hours for project management, up to $3,080 for PC Repair books, up to $500 for materials for PC Repair training, January 20, 1997 through December 31, 1997, City College of San Francisco, $68,770. Total Contract not to exceed $68,770.

President and Members:

Pacific Gas & Electric Company has requested City College of San Francisco to provide up to 464 hours of instruction at $115 per hour, up to 144 hours for curriculum modification at $70 per hour, up to 25 hours for project management at $70 per hour, up to $3,080 for PC Repair books, up to $500 for materials for PC Repair training.

No district matching is required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute a contract on behalf of City College of San Francisco with Pacific Gas & Electric Company to provide up to 464 hours of instruction, up to 144 hours for curriculum modification, up to 25 hours for project management, up to $3,080 for PC Repair books, up to $500 for materials for PC Repair training, January 20, 1997 through December 31, 1997, City College of San Francisco, $68,770.

FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made to the General Fund, Part B – Restricted to cover the following project for the period January 20, 1997 through December 31, 1997.
Local Income

Pacific Gas & Electric $68,770

Expenditures

Instruction $53,360
Curriculum Modification 10,080
Project Management 1,750
PC Repair Books 3,080
Miscellaneous 500

Total $68,770

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by the Pacific Gas & Electric Company in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator:  Judy Teng
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B4
Authorization to contract with Contra Costa College for City College of San Francisco to pay expenses related to reassigned time for a Contra Costa College faculty member to assist Northern California Biotechnology Center in maintaining a World Wide Web Page, and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30, 1997 in the amount not the exceed $5,355

President and Members:

The City College of San Francisco, Skyline College, Vista College, DeAnza College, Solano College and Contra Costa College received a grant to establish the Northern California Center for Applied Biological Technologies to develop new internships as well as market college programs, faculty and students to biotechnology industry.

Contra Costa College will assign reassigned time to a biotechnology faculty member to assist with the development of the Northern California Biotechnology Center by maintaining the content of a World Wide Web Page, help designing the Center’s marketing strategies, community contacts and cooperative education placement, help planning conferences and faculty workshops and by responding to special projects that may arise from the Industry-Education Forum.

The total of the grant is $150,000. No In-Kind match or additional physical space is required. The San Francisco Community College District is the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees, are hereby authorized to contract with Contra Costa College for City College of San Francisco to pay expenses related to reassigned time for a Contra Costa College faculty member to assist Northern California Biotechnology Center in maintaining a World Wide Web Page, and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30, 1997 in the amount not the exceed $5,355
FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the SFCCD and to submit any and all reports required by the State Chancellor's Office in the administration of said funds.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Manlove and Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B5
Authorization to contract with De Anza College for City College of San Francisco to pay expenses related to assign a De Anza College staff to assist Northern California Biotechnology Center in establishing and maintaining a World Wide Web Page, for the period of July 1, 1996 - June 30, 1997 in the amount not to exceed $5,000.

President and Members:

The City College of San Francisco, Skyline College, Vista College, DeAnza College, Solano College and Contra Costa College received a grant to establish the Northern California Center for Applied Biological Technologies to develop new internships as well as market college programs, faculty and students to biotechnology industry.

De Anza College will contribute to the grant activities assign reassigned time to a biotechnology faculty member to assist with the development of the Northern California Biotechnology Center by creating and maintaining the content of a World Wide Web Page, help designing the Center's marketing strategies, community contacts and cooperative education placement, help planning conferences and faculty workshops and by responding to special projects that may arise from the Industry-Education Forum.

The total of the grant is $150,000. No In-Kind match or additional physical space is required. The San Francisco Community College District is the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees, are hereby authorized to contract with DeAnza College for City College of San Francisco to pay expenses related to assign a De Anza College staff to assist Northern California Biotechnology Center in establishing and maintaining a World Wide Web Page, for the period of July 1, 1996 - June 30, 1997 in the amount not to exceed $5,000.
FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the SFCCD and to submit any and all reports required by the State Chancellor's Office in the administration of said funds.

Recommended for adoption:

Del M. Anderson  
Chancellor  

Originator: Robert Manlove and Robert Gabriner
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970123-B6  
Authorization to contract with Solano Community College for City College of San Francisco to pay expenses related to reassigned time for a Solano Community College faculty member to assist Northern California Biotechnology Center in implementing marketing strategies and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30, 1997 in the amount not the exceed $5,355.

President and Members:

The City College of San Francisco, Skyline College, Vista College, DeAnza College, Solano College and Contra Costa College received a grant to establish the Northern California Center for Applied Biological Technologies to develop new internships as well as market college programs, faculty and students to biotechnology industry.

Solano Community College to provide reassigned time to a biotechnology faculty member to assist the Center in implementing marketing strategies, facilitating contacts with businesses and other industry elements and identifying cooperative education placements; to help plan conferences and faculty workshops; and to help respond to special projects that may arise from the Industry-Education Forum.

The total of the grant is $150,000. No In-Kind match or additional physical space is required. The San Francisco Community College District is the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees, are hereby authorized to contract with Solano Community College for City College of San Francisco to pay expenses related to reassigned time for a Solano Community College faculty member to assist Northern California Biotechnology Center in implementing marketing strategies and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30, 1997 in the amount not the exceed $5,355.
FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the SFCCD and to submit any and all reports required by the State Chancellor’s Office in the administration of said funds.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Manlove and Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B7
Authorization to contract with Skyline College for City College of San Francisco to pay expenses related to reassigned time for a Skyline College faculty member to assist Northern California Biotechnology Center in maintaining the content of a World Wide Web Page and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30, 1997 in the amount not the exceed $5,355.

President and Members:

The City College of San Francisco, Skyline College, Vista College, DeAnza College, Solano College and Contra Costa College received a grant to establish the Northern California Center for Applied Biological Technologies to develop new internships as well as market college programs, faculty and students to biotechnology industry.

Skyline College will assign reassigned time to a biotechnology faculty member to assist with the development of the Northern California Biotechnology Center by maintaining the content of a World Wide Web Page, help designing the Center’s marketing strategies, community contacts and cooperative education placement, help planning conferences and faculty workshops and by responding to special projects that may arise from the Industry-Education Forum.

The total of the grant is $150,000. No In-Kind match or additional physical space is required. The San Francisco Community College District is the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees, are hereby authorized to contract with Skyline College for City College of San Francisco to pay expenses related to reassigned time for a Skyline College faculty member to assist Northern California Biotechnology Center in maintaining the content of a World Wide Web Page and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30, 1997 in the amount not the exceed $5,355.
FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the SFCCD and to submit any and all reports required by the State Chancellor’s Office in the administration of said funds.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Manlove and Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B8
Authorization to contract with Vista Community College for City College of San Francisco to pay expenses related to reassigned time for a Vista Community College faculty member to assist Northern California Biotechnology Center in implementing marketing strategies and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30, 1997 in the amount not to exceed $5,355.

President and Members:

The City College of San Francisco, Skyline College, Vista College, DeAnza College, Solano College and Contra Costa College received a grant to establish the Northern California Center for Applied Biological Technologies to develop new internships as well as market college programs, faculty and students to biotechnology industry.

Vista Community College to provide reassigned time to a biotechnology faculty member to assist the Center in implementing marketing strategies, facilitating contacts with businesses and other industry elements and identifying cooperative education placements; to help plan conferences and faculty workshops; and to help respond to special projects that may arise from the Industry-Education Forum.

The total of the grant is $150,000. No In-Kind match or additional physical space is required. The San Francisco Community College District is the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees, are hereby authorized to contract with Vista Community College for City College of San Francisco to pay expenses related to reassigned time for a Vista Community College faculty member to assist Northern California Biotechnology Center in implementing marketing strategies and to assist in other areas related to the Center’s activity, for the period of July 1, 1996 - June 30, 1997 in the amount not to exceed $5,355.

1/23/97 - B8 page 1
FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the SFCCD and to submit any and all reports required by the State Chancellor’s Office in the administration of said funds.

Recommended for adoption:

Del M. Anderson  
Chancellor  

Originator: Robert Manlove and Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B9
Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Civil Liberties Public Education Fund to establish a program entitled, the Lesson from Japanese Internment: Understanding Discrimination through Personal Stories and Cross Cultural Comparison Project with the involvement of Ethnic Studies, Social Sciences, Art, English and ESL departments, for the period of March 1, 1997 - June 30, 1998 in the amount not to exceed $63,535.

President and Members:

This resolution requests an authorization to submit a grant application to the Civil Liberties Public Education Fund to establish the Lesson from Japanese Internment: Understanding Discrimination through Personal Stories and Cross Cultural Comparison Project.

This project uses the power of personal stories to teach about discrimination. Students will attend an assembly where personal stories about the time of Japanese Internment will be told. Students will go back to their classrooms and discuss incidents of mass discrimination from their own ethnic or racial group. Comparisons will be made among the groups so that students can learn about the time of internment, learn that many groups have been discriminated against, and learn about the history of people outside their own culture or racial group.

The total amount of the grant is $63,535. City College of San Francisco will provide and in-kind match of $17,141 as follows:

<table>
<thead>
<tr>
<th>In Kind Match Expenditure</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supervisors’ salaries (5%)</td>
<td>$12,159</td>
</tr>
<tr>
<td>Office and Auditorium space</td>
<td>$ 3,800</td>
</tr>
<tr>
<td>Use of supplies and equipment</td>
<td>$ 1,182</td>
</tr>
<tr>
<td>Total In Kind Match not to exceed</td>
<td>$17,141</td>
</tr>
</tbody>
</table>
Additional physical space will be provided in A208. The San Francisco Unified School District is a partner in the project. The San Francisco Community College District is the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees, are hereby authorized to submit an application for a grant to the Civil Liberties Public Education Fund to establish a program entitled the Lesson from Japanese Internment: Understanding Discrimination through Personal Stories and Cross Cultural Comparison Project with the involvement of Ethnic Studies, Social Sciences, Art, English and ESL departments, for the period of March 1, 1997 - June 30, 1998 in the amount not to exceed $63,535.

FURTHER BE IT RESOLVED: That upon the approval by the Civil Liberties Public Education Fund with the conditions and terms of the award not significantly amended, and in accordance with the Title 5, California Code and Regulations, Section 59011, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation will be made in the General Fund, Part B-Restricted to cover the following project for the period of March 1, 1997 - June 30, 1998 in the amount not to exceed $63,535.

Expenditure
Academic Salaries not to exceed $27,740
Classified Salaries not to exceed $ 9,450
Employee Benefits not to exceed $ 5,675
Supplies & Materials not to exceed $ 1,600
Other Operating Expenses & Services not to exceed $14,364
Total Indirect Cost not the exceed $ 4,706
Total not to exceed $63,535

FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the SFCCD and to submit any and all reports required by the Civil Liberties Public Education Fund in the administration of said funds.

Recommended for adoption:

Del M. Anderson, Chancellor

Originator: Sandra Handler and Robert Gabriner

1/23/97 - B9 page 2
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B10
Authorization to contract with San Francisco State University for expenses related to reassigned time for a City College of San Francisco faculty member to provide coordination of the Bridges to Baccalaureate Program for the period of August, 1996 - June, 1997 in the amount not to exceed $9,026.

President and Members:

City College of San Francisco and San Francisco State University (SFSU) have received a continuation grant from the National Institutes of Health for the Bridges to Baccalaureate program designed to increase recruitment, retention, transfer rates and graduation of underrepresented students in science to encourage them to pursue careers in biomedical research. All aspects of the program shall be equally accessible to all students regardless of ethnic group identification, national origin, religion, age, sex, race, color, or physical or mental disability so long as applicable course and program requirements are met.

The primary objectives of the bridge program are to bring mathematics skills of entering community college students to a level needed for them to complete successfully calculus before transferring to SFSU and other four year institutions; supplement the introductory biology and chemistry courses at CCSF with enrichment workshops designed to improve the performance of underrepresented students in these critical gateway science courses (in conformity with existing laws); to provide a link between CCSF and SFSU students and faculty that fosters a career in biomedical research; and develop a monitoring system with appropriate counseling and academic support services for program participants.

SFSU is the fiscal agent for this three year continuation grant which runs from September 1, 1996 through August 31, 1999. The total grant for the three years is $498,821.

CCSF wishes to enter into a contract with SFSU to provide coordination of the program at CCSF during the period September 1, 1996 through June 30, 1997. The coordination services will be handled by Dr. Ronald Drucker of the Chemistry Department who will receive release time for project activities.
Expenditure

Fall semester, 1996, cost to backfill for reassigned time, release time not to exceed $4,513
Spring semester, 1997, cost to backfill for reassigned time, release time not to exceed $4,513
Total not to exceed: $9,026

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees, are hereby authorized contract with San Francisco State University for expenses related to reassigned time for a City College of San Francisco faculty member to provide coordination of the Bridges to Baccalaureate Program for the period of August, 1996 - June, 1997 in the amount not to exceed $9,026.

FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the SFCCD and to submit any and all reports required by the State Chancellor's Office in the administration of said funds.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Manlove and Robert Gabriner
Subject: Resolution No.970123-B11
Authorization to amend Resolution No. 951214-B18 which approved application for and appropriation of $321,589 received under the California State Department of Education/Child development Division for Center Based Child Development Program for Fiscal Year 1996-97. An additional $10,321 was authorized to offset effects of inflation increasing the appropriation to $331,910

President and Members:


No district matching funds are required.

WHEREAS: The Board of Trustees on December 14th, 1995 adopted Resolution No. 951214-B18 approving application for and appropriation of $321,589 for continuing State Preschool Program for 1996-97, and

WHEREAS: The California State Department of Education authorized an additional $10,321 increase for accommodating the effects of inflation.

THEREFORE BE IT RESOLVED: That Resolution 951214-B18 be amended to increase the appropriation to a total of $331,910

State Income Source

California Department of Education $10,321
Center Based Child Development Program

Expenditures

Classified Salaries & fringe benefits 10,321
Total: $ 10,321

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record the appropriated funds on the SFCCD and to submit any and all reports required by the California State Department of Education in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originated by: Sandra Handler
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970123-B12
Authorization to amend Resolution No.960627-B24 which approved application for and appropriation of $535,818 received under the California State Department of Education under State Preschool Education Program for Fiscal Year 1996-97. An additional $17,200 was authorized to offset effects of inflation and increasing the appropriation to $553,018.

President and Members:

On June 26th, 1996 the Governing Board adopted Resolution No. 960627-B24, approving application for and appropriation of $535,818 from the California Department of Education for continuance of the State Preschool Program by City College of San Francisco for the Fiscal Year 1996-97. On November 26th, 1996 the California Department of Education authorized an increase of $17,200 for cost-of-living adjustment. No district matching funds are required.

WHEREAS: The Board of Trustees on June 26th, 1996 adopted Resolution No. 960627-B24 approving application for and appropriation of $535,818 for continuing State Preschool Program for 1996-97, and

WHEREAS: The California State Department of Education has authorized an additional $17,200 for accommodating the effects of inflation.

THEREFORE BE IT RESOLVED: That Resolution 960627-B24 be amended to increase the appropriation to a total of $553,018.

State Income Source

California Department of Education $17,200
State Preschool Education Program
Expenditures

School Aide Salaries/Fringe benefits $17,200

$17,200

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriated funds on the SFCCD and to submit any and all reports required by the California State Department of Education in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Sandra Handler
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970123-B13
Authorization to amend Resolution No. 960725-B15 which approved application for and appropriation of $42,712 received under the California State Department of Education under the Title IV-A "At-Risk" Child Care Program for fiscal year 1996-97. An additional $686.00 was authorized to offset effects of inflation and increasing the appropriation to $43,398.

President and Members:

On July 25th, 1996, the Governing Board adopted Resolution No. 960725-B15, approving application for and appropriation of $42,712 from the California Department of Education to continuance of the Title IV-A "At-Risk" Child Care Program by City College of San Francisco for the fiscal year 1996-97. On November 26, 1996 the California Department of Education authorized an increase of $686.00 for cost-of-living adjustment. No district matching funds are required.

WHEREAS: The Board of Trustees on July 25th, 1996 adopted Resolution No. 960725-B15 approving application for and appropriation of $42,712 for continuing Title IV-A "At-Risk" Child Care Program for 1996-97, and

WHEREAS: The California State Department of Education has authorized an additional $686.00 for accommodating the effects of inflation.

THEREFORE BE IT RESOLVED: That Resolution 960725-B15 be amended to increase the appropriation to $43,398.
State Income Source
California Department of Education
State Preschool Education program $686.00

Expenditures

Classified salaries $686.00
               Total: $686.00

FURTHER BE IT RESOLVED: That upon approval by the California State Department of Education, the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record the appropriated funds on the SFCCD and to submit any and all reports to the California Department of Education, Child Development Division.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Sandra Handler
Subject: Resolution No.970123-B14
Authorization to (1) participate in a one-time-only funding from the California State Department of Education, Child Development Division from unexpended monies (carryover) 1996 Budget Act from Child Care and Development General Fund and (2) to appropriate all funds received for instructional materials and instructional supplies at Grace Child Development Center for the period of July 1, 1996 through June 30, 1997, City College of San Francisco Child Development and Family Studies Department, $8,400.

President and Members:

The Child Development Division of the California Department of Education has informed the Child Development and Family Studies Department that it is eligible to receive $8,400 on behalf of Grace Child Development Center, for purchase of instructional materials and supplies. This is a one-time-only grant available through the 1996 Budget Act from Child Care and Development General fund encumbered but unexpended monies (carryover).

No District matching funds are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to accept $8,400 from the California State Department of Education for funds, on behalf of the Child Development & Family Studies Department, for the period July 1, 1996 through June 30, 1997.

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional materials</td>
<td>$4,000</td>
</tr>
<tr>
<td>Instructional supplies</td>
<td>4,400</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$8,400</strong></td>
</tr>
</tbody>
</table>
FURTHER BE IT RESOLVED: That upon approval by the California State Department of Education, the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record the appropriated funds in the SFCCD and to submit any and all reports to the California Department of Education, Child Development Division.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Sandra Handler
Subject: Resolution No. 970123-B15
Declaration that the total amount of all tax-exempt obligations issued by the District will not exceed $10 million for all of calendar year 1997.

President and Members:

In July 1995 the Board of Trustees authorized the use of a Master Lease agreement for the purpose of providing funds for several different capital projects, including the telecommunications system for the Rosenberg Library, an energy conservation overhaul, and a share of the Maintenance Assessment District projects. To qualify for the lowest available interest rate under this agreement each year the District must declare that the total amount of all tax-exempt obligations the District will issue will not exceed $10 million for that calendar year.

WHEREAS: The San Francisco Community College District, State of California (District) is duly authorized and existing under the laws of the State of California; and

WHEREAS: The San Francisco Community College District Board of Trustees enacted resolutions 950727-B29 and 960125-B5 authorizing the District’s participation in a master lease agreement to finance capital improvements in District-owned facilities

THEREFORE BE IT RESOLVED: that pursuant to Section 265 (b)(3)(D) of the Internal Revenue Code of 1986 (as amended) the District agrees that it will not designate more than $10 million of qualified tax-exempt obligations during calendar year 1997, and that the total amount of all tax-exempt obligations issued by the District will not exceed $10 million for all of calendar year 1997.

BE IT FURTHER RESOLVED: that the Chancellor, Chief Operating Officer, or Chief Financial Officer be directed to execute the “Designation of Qualification” document required to document this action.

Recommended for adoption

Del Anderson
Chancellor

Originator: Peter Goldstein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B17
Authorization to change the study abroad in Costa Rica program dates from February 6, 1997 - May 1, 1997 to August 23, 1997 - November 22, 1997 and authorization to contract with Consortium for International Education (CIE) for travel and logistical program arrangements, with costs to be borne by the students for the program, City College of San Francisco.

President and Members:

On April 25, 1996, the Board of Trustees gave approval to conduct a City College of San Francisco study program to Costa Rica from February 6, 1997 - May 1, 1997. We are now requesting that the program dates be changed to August 23, 1997 - November 22, 1997.

On November 25, 1996, a Request For Proposal, City College of San Francisco International Education Program, "Semester in Costa Rica, 1997" was mailed to 10 agencies which provide travel services. The closing date for receipt of proposals was Wednesday, December 31, 1996. One proposal was received from Consortium for International Education (CIE). The proposal is as follows:

CIE
(15/20 Students)

Transportation round-trip: $ 624.00/624.00
SFO/Costa Rica/SFO

Land package including activity $ 4,275.00/4,225.00
fees, homestays, meals as specified,
and classroom rental.

Insurance $ 100.00/100.00

TOTAL COST: $ 4,999.00/4,949.00

CIE has successfully provided services in Costa Rica for both Orange Coast Community College and Ventura County Community College. Based upon the criteria of our requirements and their price, policies and past performance, we are now requesting to contract with the firm of Consortium for International Education (CIE) to provide the necessary travel and logistical support arrangements for a "Semester in Costa Rica, 1997" program.

1/23/97 - B17 page 1
The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District is hereby authorized to conduct an excursion to Costa Rica, August 23, 1997 - November 22, 1997, in connection with a credit program, and authorized to contract with Consortium for International Education (CIE) for travel and logistical program arrangements, with costs to be borne by the students for the excursion.

FURTHER BE IT RESOLVED: That the San Francisco Community College District contract with Consortium for International Education (CIE) to obtain travel and educational program arrangements with costs to be paid by students for a study abroad program to Costa Rica, Fall semester 1997, and that the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute such contract on behalf of the San Francisco Community College District.

Recommended for adoption:

Del Anderson
Chancellor

Originators: Joanne Low
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970123-B16
Authorization to contract with 1) Yi Mae Chiu, $6,000; 2) Eva Lee, $6,000; 3) Shun Kwai Mak, $6,000 and 4) Gail Ong to provide technical assistance and program development for Garment 2000, School of Applied Science and Technology for the period January 1, 1997 through June 30, 1997. Total not to exceed $24,000.

President and Members:

The Board of Trustees approved Board Resolutions (960523-B6, 960523-B7, 960627-B27 and 960829-B8) appropriating funds for Garment 2000 to establish a model program within the apparel sector of how community colleges can collaborate with industry and labor to promote economic development and growth. To execute this program City College needs to draw upon the expertise of specialist from within the apparel industry. Therefore, Garment 2000 would like to hire the following persons as consultants to provide technical assistance, program development, and other authorized duties for the period January 1, 1997, through June 30, 1997. Consultants are to be compensated at rates not to exceed the prevailing standards within the apparel industry and those determined by the contracts City College has with its employees. The names, scope of work and maximum amount of each contract are as follows:

1. Yi Mae Chiu. Develop and train clients in modular manufacturing; develop and implement time study and rate setting for client companies; develop customized workplace training for clients. Not to exceed $6,000.

2. Eva Lee. Work with contractor clients to provide technological assistance; identify training needs; make assessment and install solutions to increase productivity. Participate in modular development and training at the Teaching Factory. Not to exceed $6,000.

3. Shun Kwai Mak. Provide training workshops on site for the clients; testing and evaluating clients' sewing skills levels; training in productive sewing; develop and train in modular techniques. Not to exceed $6,000.

4. Gail Ong. Communicate with the partners involved in Garment 2000; generate a quarterly newsletter and handle the public relations details required by Garment 2000; train garment industry managers to become people oriented; develop strategic plan for Garment 2000 training program. Not to exceed $6,000.
Funding for these contracts are from the following grants awarded to Garment 2000: Mayor's Office of Community Development, California Wellness Foundation and Levi Strauss Foundation. No general funds from the District are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to contract with: 1) Yi May Chu, $6,000; 2) Eva Lee, $6,000; 3) Shun Kwai Mak, $6,000 and 4) Gail Ong, $6,000; to provide technical assistance and program development for Garment 2000, School of Applied Science and Technology for the period January 1, 1997 through June 30, 1997. Total not to exceed $24,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record these budgets on the SFCCD and to submit any and all reports required in the administration of said programs.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Chui Tsang
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B18
Authorization for Contract Modification #4 with B & B Concrete Construction, to cover the cost of Change Order #5, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, at a cost of $103,133.01.

President and Members:

Resolution 960125-B9 authorized the District to contract with B & B Concrete Construction to build the project: CCSF, Stadium Renovation, including football field, all weather track, and bleacher modifications, for a fee of $2,302,537. This Contract Modification #4, in the amount of $103,133.01, is necessary to cover the cost of unforeseen soil and site conditions, upgrade safety and structural elements for public safety, and for code requirements specified by the Office of Regulation Services (ORS), Division of the State Architect (DSA).

Change Order #5 includes change requests 15-27: The amount of this change order is $103,133.01. Change order #5 covers the cost of: scoreboard structure renovation, site retaining wall work, installation of flagpoles and related structures, extend retaining wall, upgrade utility and electrical, fence work, reroute drains and install additional foundation drain, temporary power for games and additional game day costs.

Total cost of all change orders 1-5, is $713,468.94. This Contract Modification #4 will bring the total cost of this contract to $3,016,005.94, and will be charged to the Stadium Project Budget, Maintenance Assessment District, Appropriation Fund No.939238-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract Modification #4 with B & B Concrete Construction, to cover the cost of Change Order #5, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, at a cost of $103,133.01.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to the Stadium Project Budget, Maintenance Assessment District, Appropriation Fund No. 939238-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson  
Chancellor

Originator: Peter A. Goldstein  
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B19
Authorization to receive bid from and award contract to the firm of Alpha Bay Builders, Inc., an MBE firm, for construction services for the Project: CCSF, 5th Floor, Computer Room Alteration, located at the Downtown Campus, for a cost not to exceed $19,800.

President and Members:

The District received qualified bid proposals from construction firms, including MBE firms and the District wishes to contract with the lowest bidder, for the project: CCSF, 5th Floor, Computer Room Alteration, located at the Phelan Campus, located at the Downtown Campus which includes modifications to create a classroom for computer instructions on the fifth floor. Alterations include a gypsum board partition, insulation, door and glazed openings, painting, visual display board, electrical power floor outlets and other related improvements. This contract will be completed on or before March 31, 1997.

This project will be charged to Appropriation Fund No. 939292-0150-6200-0700-N, a State Block Grant for Deferred Maintenance improvements.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to to receive bid from and award contract to the firm of Alpha Bay Builders, Inc., an MBE firm, for construction services for the Project: CCSF, 5th Floor, Computer Room Alteration, located at the Downtown Campus, for a cost not to exceed $19,800.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or Designees are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.: 939292-0150-6200-0700-N.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B20
Authorizing the approval of Contract Modification #1 for
Golden Bay Construction Company, for project: CCSF,
Tennis Courts, located at the Phelan Campus, for a cost not
to exceed $__________.

President and Members:

Resolution 961121-B13 authorized the District to contract with Golden
Bay Construction Company for the project: CCSF, Tennis Courts, located at the Phelan
Campus. A Contract Modification is required because the District wishes to add
additional work to the contract. This additional work is ___________
Total cost of change order #1 is $_____. This modification will bring the total contract
amount to $__________.

This contract will be completed on or before June 30, 1997.
This project will be charged to Appropriation Fund No. 939239-0130-6200-7100-
S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the
approval of Contract Modification #1 for Golden Bay Construction
Company, for project: CCSF Tennis Courts, located at the Phelan
Campus, for a cost not to exceed $__________.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating
Officer, and/or Designees are hereby authorized to execute all documents
necessary and to charge such work to Appropriation No.: 939239-0130-
6200-7100-S.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B21
Authorization for Contract Modification #3 with GT Construction, to cover the cost of Change Order #5, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, at a cost not to exceed $9,345.51.

President and Members:

Resolution 960725-B21 authorized the District to contract with GT Construction to build the project: CCSF, Stadium Renovation, Press Box, for a fee of $761,150. This Contract Modification #3, in the amount of $9,345.51, is necessary to cover the cost of additional work required by the Office of Regulation Services (ORS), unforeseen site conditions and utilities.

Change order #5 covers the cost of: ORS review changes, P.A. system allowance, crank operation at Food Service, stair nosings, and 1” water piping.

This Contract Modification #3 will bring the total cost of this contract to $1,033,564.51, and will be charged to the Stadium Press Box Project Budget, Appropriation Fund No. 939243-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract Modification #3 with GT Construction, to cover the cost of Change Order #5, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, at a cost not to exceed $9,345.51.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to the Stadium Press Box Project Budget, Appropriation Fund No. 939243-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B22
Authorization to receive bid from and award contract to the firm of Shooter & Butts, for construction services for the Project: Hillside Landscaping, located at the Phelan Campus, for a cost not to exceed $45,164.

President and Members:

The District received qualified bid proposals from construction firms, including MBE firms and the District wishes to contract with the lowest responsive bidder, for the project: CCSF, Hillside Landscaping, located at the Phelan Campus which includes construction of a new concrete sidewalk, AC Drive repair, grading, new irrigation system, landscape planting and other related improvements to the area located between the Library and Student Union. Shooter & Butts is the Company that landscaped the Library and the District is confident we will get the same high quality finished product. This contract will be completed on or before June 30, 1997.

This project will be charged to Appropriation Fund Nos. 939242-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to receive bid from and award contract to the firm of Shooter & Butts, for construction services for the Project: Hillside Landscaping, located at the Phelan Campus, for a cost not to exceed $45,164.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or Designees are hereby authorized to execute all documents necessary and to charge such work to Appropriation Nos.: 939242-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B23
Authorization to receive bid from and award contract to the firm of Alpha Bay Builders, Inc., an MBE firm, for construction services for the Project: Student Health Center Alterations, located at the Phelan Campus, for a cost not to exceed $48,200.

President and Members:

The District received qualified bid proposals from construction firms, including MBE firms and the District wishes to contract with the lowest responsive bidder, for the project: CCSF, Student Health Center Alterations, located at the Phelan Campus which includes alterations to an existing classroom, approximately 32 x 35 feet which will provide new exam and special program facilities. Alterations include adding exterior windows, interior partitions, a folding door, casework, acoustical ceiling panels, doors, furnace ducts, electrical work, and other related improvements. This contract will be completed on or before June 30, 1997.

This project will be charged to Appropriation Fund Nos. 939293-0150-6200-0700-N, a State Block Grant for Deferred Maintenance improvements.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to receive bid from and award contract to the firm of Alpha Bay Builders, Inc., an MBE firm, for construction services for the Project: Student Health Center Alterations, located at the Phelan Campus, for a cost not to exceed $48,200.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or Designees are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.: 939293-0150-6200-0700-N.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970123-B24  
Authorizing the approval of Contract Modification #3 with Swinerton and Walberg, Co., for additional services for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, at a cost not to exceed, $________. To extend the contract period through January 17, 1997.

President and Members:

Resolution 960125-B9 authorized the District to contract with Swinerton & Walberg, Co. to provide construction management services for the project: CCSF, Stadium Renovation, for a fee of $293,000. This Contract Modification #3 is necessary to cover the cost of ____________________________. These additional design services are due to unforeseen rock soil and site conditions, and Office of Regulation Services - Division of State Architect compliance requirements. To extend the contract through January 17, 1997.

Total cost of all contract modifications 1-3, is $________. This Contract Modification #3 will bring the total cost of this contract to $________. and will be charged to the Stadium Project Budget, Maintenance Assessment District, Appropriation Fund No.939238-0130-6101-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for authorizing the approval of Contract Modification #3 with Swinerton and Walberg, Co., for additional services for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, at a cost not to exceed, $________. To extend the contract through January 17, 1997.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to the Maintenance Assessment District restricted fund, Appropriation Fund No. 939238-0130-6101-7100-S.

Recommended for Adoption:

Del M. Anderson  
Chancellor

Originator: Peter A. Goldstein  
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B25
Reviewing and accepting the annual audit of the SFCCD for the Fiscal Year 1995-96

President and Members:

Education Code Section 84040 reads in part as follows: "(b) The governing board of each community college district shall provide for an annual audit of all funds, books and accounts of the district in accordance with regulations of the board of governors."

Section 13e of the U.S. Office of Management and Budget Circular A-128, Audits of State and Local Governments, also requires that the audit report be made available by the State or local government for public inspection within thirty days after the completion of the audit.

At the June 23, 1994 Board of Trustees meeting Resolution No.940623-B14 was passed authorizing contract with Deloitte & Touche for auditing services for the period 1993-1994, 1994-1995, and 1995-1996.

The auditors have now completed their examination and the results are contained in "San Francisco Community College District, Auditor's Report for the year ended June 30, 1996". A copy has been sent to each member of the Board of Trustees and a copy has been filed with the Secretary of the Board of Trustees.

Title 5, California Code of Regulations, Section 59104 requires each community college district governing board to review the annual audit at a public meeting.

The following resolution is recommended for adoption:

RESOLVED: That the annual audit of the SFCCD for the Fiscal Year 1995-96, as reported in the "San Francisco Community College District, Auditor's Report" a copy of which has been sent to each Board of Trustee member and also filed with the Secretary of the Board of Trustees, is hereby reviewed and accepted, and
FURTHER BE IT RESOLVED: That pursuant to Section 13e of the U.S. Office of Management and Budget Circular A-128, a copy of the San Francisco Community College District Auditor's Report for the year ended June 30, 1996 shall be available for public inspection at the SFCCD, District Business Office, 33 Gough Street, San Francisco, California and the City College of San Francisco Library, 50 Phelan Avenue, San Francisco, California.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No.970123-B26
Authorizing modification to the contract with Moore Iacofano Goltsman, Inc. to provide consulting services to complete a strategic plan for City College of San Francisco February 1, 1997 to April 1, 1997, in the amount not to exceed $22,550

President and Members:

City College of San Francisco wishes to complete the last phase of its contract for services of Moore Iacofano Goltsman Inc., a strategic planning consulting firm, to complete a strategic plan for City College of San Francisco (CCSF) during the period February 1, 1997 though April 1, 1997. The firm will complete its work with students, faculty, classified staff, administrators, members of the Board of Trustees and the San Francisco community at large, during this period. The firm will charge CCSF on a hourly basis using the following rates:

Principal: $125/hour  
Project Manager: $95/hour  
Associate: $75/hour  
Support Staff: $50/hour

The following resolution is recommended for adoption:

RESOLVED: That San Francisco Community College District contract with Moore Iacofano Goltsman, Inc., to complete a strategic plan for City College of San Francisco. This agreement shall be for the period commencing on February 1, 1997, until April 1, 1997, in the amount not the exceed $22,550.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such contract on behalf of the San Francisco Community District.

Recommended for adoption,

Del M. Anderson  
Chancellor

Originators: Del M. Anderson/Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B27
Authorization To Enter Into An Agreement With The Firm of Curiale, Dellaverson, Hirschfeld, Kelly & Kraemer For The Providing Of Legal Services In The Areas Of Labor and Non-Labor Relations, Beginning January 11, 1997 At A Rate Not To Exceed $185 Per Hour

President and Members:

Since 1989, Jeffrey Sloan has served as the principal attorney providing labor relations advice and representation to the District. After Mr. Sloan severed his relationship with his prior law firm, the Board of Trustees, by resolution (Resolution 950928-B19), determined to continue Mr. Sloan’s services.

Effective December 19, 1995, Mr. Sloan affiliated with the law firm of McKenna & Cuneo, having become a partner in the firm’s San Francisco Office. The District adopted resolution 950125-B12, authorizing an agreement with McKenna & Cuneo.

Effective January 11, 1997, Mr. Sloan has affiliated with the law firm of Curiale, Dellaverson, Hirschfeld, Kelly & Kraemer. The District desires to continue to receive, through Curiale, Dellaverson, Hirschfeld, Kelly & Kraemer, labor-related services in the area of employer-employee relations and non-labor related services, with Mr. Sloan serving as the principal attorney in the firm’s representation of the District.

Mr. Sloan will provide labor relations services under the direction of the Director of Employee Relations and non-labor services under the direction of the General Counsel. Moneys to be expended have already been budgeted.

California Government Code section 53060 reads in relevant part as follows: “The legislative body of any public or municipal corporation or district may contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial, economic, accounting, engineering, legal, or administrative matters if such persons are especially trained and experienced and competent to perform the special services required.”

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District, pursuant to Government Code section 53060, is authorized to enter into an agreement with the law firm of Curiale, Dellaverson, Hirschfeld,
Kelly & Kraemer, as an independent contractor, to provide legal services in regards to labor relations and in non-labor areas, with Jeffrey Sloan to serve as the principal attorney from the firm, with a beginning date of January 11, 1997; and

FURTHER BE IT RESOLVED: That the terms of the relationship between the District and McKenna & Cuneo, including a provision that the hourly fee shall not exceed $185 per hour, shall remain in effect in the District’s agreement with Curiale, Dellaverson, Hirschfeld, Kelly & Kraemer; and

FURTHER BE IT RESOLVED: That District staff is authorized to take such action as it is necessary to effectuate the terms of this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Ronald Lee
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B28
Authorizing the approval of Contract Modification #3 with K P Lam Construction, for Change Order #4 for the Project: CCSF, Science Hall - Physics Labs & Earth Sciences Classroom, located at the Phelan Campus, at a cost not to exceed, $1,846.

President and Members:

Resolution 950525-B26 authorized the District to contract with K P Lam Construction, for construction of the project: Phelan Campus - Science Hall - Physics Labs & Earth Sciences Classroom. This Contract Modification #3 is necessary to cover the cost of and credits for changes to the scope of work involving painting, hardware, carpentry, and cabinets. Also, 40 days are added to the contract to allow for cabinet delivery time and modification of a steam pipe.

Total cost of all contract modifications 1-3, is $27,110. This Contract Modification #3 will bring the total cost of this contract to $466,010, and will be charged to the Appropriation Fund No.939218-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for authorizing the approval of Contract Modification #3 with K P Lam Construction, for Change Order #4 for the Project: Science Hall - Physics Labs & Earth Sciences Classroom, located at the Phelan Campus, at a cost not to exceed, $1,846.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to the Appropriation Fund No. 939218-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B29
Authorizing the approval of Contract Modification #2 with KYJ Associates, Inc., for additional services for the Project: CCSF, Auto Shop Ventilation, located at the Evans Campus, at a cost not to exceed, $4,450.

President and Members:

Resolution 950727-B21 authorized the District to contract with KYJ Associates, Inc., for construction of the project: Evans Campus - Auto Shop Ventilation Improvements. This Contract Modification #2 is necessary to cover the cost of changes to the specifications and drawings requested by the District Facilities Planning Staff.

Total cost of all contract modifications 1-2, is $5,950. This Contract Modification #2 will bring the total cost of this contract to $14,450, and will be charged to the Appropriation Fund No. U-0130-5190-6600-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for authorizing the approval of Contract Modification #2 with KYJ Associates, Inc., for additional services for the Project: CCSF, Auto Shop Ventilation, located at the Evans Campus, at a cost not to exceed, $4,450.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to the Maintenance Assessment District restricted fund, Appropriation Fund No. U-0130-5190-6600-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B30
Authorization to amend a contract with
Veronica Chavez, $5000

President and Members:

The Board of Trustees approved Board Resolution 950622-B2 authorizing City College of San Francisco to submit an application for funds, and to appropriate all funds receivable upon approval by the California Postsecondary Education Commission Eisenhower State Grant Program to jointly provide a professional development program in mathematics for all SFUSD K-5 teachers during the period July 1, 1995 to June 30, 1998. In carrying out this program, the District, on behalf of the Eisenhower Math grant, has entered into contracts with a number of San Francisco Unified School District teachers, paying them for activities and services as specified in the contracts.

The current contract between the District and SFUSD teacher Veronica Chavez specifies duties to be performed during the period of May 1, 1996 to June 1, 1997 for a reimbursement not to exceed $2,500. The program directors wish to assign her additional professional development duties and to set a new contract maximum reimbursement of $5000. Funding for the contract will come from the Eisenhower Math grant funds.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to amend the contract with Veronica Chavez, $5000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary to record this contract amendment on the accounts of the San Francisco Community College District and to submit any and all reports required by the California Postsecondary Education Commission in the administration of said program.

Recommended for adoption,

Del M. Anderson
Chancellor

Originator: Bob Manlove
REQUIRES TWO-THIRD VOTE FOR ADOPTION

Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-B31
Authorization to 1) contract with and 2) appropriate funds receivable from the Private Industry Council San Francisco for the San Francisco Assessment Center to provide assessment services for the period July 01, 1996 through June 30, 1997, in the amount of $42,000

President and Members:

The San Francisco Assessment Center (SFAC) was established in 1992 through a subcontract with the Private Industry Council of San Francisco (PIC). The funding comes from the Department of Labor under the Job Training Partnership Act (JTPA). The original three year contract was for career and vocational assessment services for JTPA-eligible and other low income individuals. PIC has continued to contract for these services on an annual basis.

The Private Industry Council wishes to contract with City College of San Francisco for another year of assessment services through the San Francisco Assessment Center.

The following resolution is recommended for adoption:

RESOLVED: That authorization is hereby given to 1) contract with and 2) appropriate funds from the Private Industry Council of San Francisco to conduct the San Francisco Assessment Center to provide career and vocational assessment services for JTPA-eligible and other low income individuals for the period July 01, 1996 through June 30, 1997, for $42,000.

THEREFORE BE IT RESOLVED: That in accordance with Title 5, California Code of Regulations, Section 59011, and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the General Fund, Part B - Restricted to cover the following project for the period July 01, 1996 through June 30, 1997.
Income from Local Source

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<th>Source</th>
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<td>Private Industry Council</td>
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Expenditure

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<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Salaries &amp; Benefits</td>
<td>$34,077</td>
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<tr>
<td>Supplies</td>
<td>4,812</td>
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<tr>
<td>Indirect Costs (for CCSF)</td>
<td>3,111</td>
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</tbody>
</table>

Matching Funds

None required

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary to record this budget on the accounts of the San Francisco Community College District and to submit any and all reports required by the Private Industry Council of San Francisco in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Chui L. Tsang
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123 - F1
Academic Administrator
Sabbatical Leave -- Spring 1997
City College of San Francisco

President and Members:

Resolution No. 970123 - F1 covers an academic administrator’s (JEAN MCTYRE) request for a Sabbatical Leave (one semester) from the District during a portion of the 1996-97 fiscal year. Board of Trustees’ approval is required.

RESOLVED: That effective January 17, 1997 through June 30, 1997, JEAN MCTYRE, be placed on Sabbatical Leave from her 1996-97 administrative position as Dean, Matriculation/Assessment. This leave is pursuant to the provisions of the San Francisco Community College District Policy Manual 3.17.L - Sabbatical Leave.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123 - F2
Resignation from an Academic Administrative
Position with the Intent to Retire

President and Members:

Resolution No. 970123 - F2 covers a resignation of an Academic Administrator.

RESOLVED: That the resignation of NATALIE BERG from any and all employment with the San Francisco Community College District be accepted, effective close of business January 6, 1997.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees of the San Francisco Community College District

Subject: Resolution No. 970123 - F3
Appointment of an Academic Administrator
San Francisco Community College District

President and Members of the Board of Trustees:

Resolution No 970123 - F3 covers an academic administrative appointment for Director of College Development position (Office of the Chancellor). Board of Trustees approval is required.

RESOLVED: That effective March 3, 1997 to June 30, 1997, DOROTHY KRZYZANOSKI, be appointed as Director of College Development, (Office of the Chancellor), City College of San Francisco. Salary shall be in accordance with the 1995-96 1996-97 Management Salary Schedule, Classification C, Dean II/Director.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Clara Starr
FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on Contracts under $30,000, Office of
Contract Education, City College of San Francisco,

This report is for information only on contracts that the Office of Contract Education
negotiated or amended under $30,000 for the month of January 1997.

- University of California San Francisco - amend total of contract by increasing
  instructional hours by 12 hours and increasing the total contract from $29,600 to
  $31,400.00 for Computer Literacy and Medical Terminology.

- San Francisco Airport Commission - term January 2, 1997 through December 31,
  1997 - contract total $23,271 - up to 96 hours of instruction at $150 per hour, up to
  20 hours for project management at $100 per hour, up to 20 hours for curriculum
  modification at $100 per hour, up to $4,326 for materials/miscellaneous, up to $320
  for NSC Membership & Course Development Training, up to $225 for mileage for a
  Defensive Driving Program.

- San Francisco Airport Commission - term January 2, 1997 through December 31,
  1997 - contract total $5,900 - up to 32 hours of instruction, materials, instructor
  expense and supplies at $150 per hour, up to 9 hours of project management at
  $100 per hour, up to $200 for miscellaneous for a Flagger Instructor training.

- Painting & Decorating Contractor of California - term January 2, 1997 through
  December 31, 1997 - contract total $6,100 - instruction up to 20 students $75 per
  student, above 20 students but less than 50 students will be charged at a rate of $55
  per student, up to 6 hours of project management at $100 per hour, up to $2,350 for
  materials for a 7 hour Lead-Refresher training class for Lead-Related Construction
  Supervisors and Project Monitors.
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970123-L1
Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract

President and Members:

The Board of Trustees by Resolution No. 791120-B1 has made available to its employees the provisions of Section 403(b) of the United States Internal Revenue Code and Section 17501 of the California Revenue and Taxation Code.

Employees of the San Francisco Community College District may enter into an amendment of their employment contracts for the purpose of effecting a reduction in the salaries paid to such employees, and that for each employee who voluntarily elects to accept such reduction in his or her salary, the San Francisco Community College District shall, as directed by such employee, a) purchase, with an amount equal to the reduction in salary, a nontransferable annuity contract issued by an insurance company selected by the employee concerned, or b) contribute an amount equal to such reduction in salary to a custodial account of a custodian selected by the employee, in which all rights under said custodial account shall be exercisable by the employee concerned.

The following ratifying resolution is recommended for adoption:

RESOLVED: That the Board of Trustees of the San Francisco Community College amend employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract, complying with the provisions of Section 403(b) of the United States Internal Revenue Code, and Section 17501 of the California Revenue and Taxation Code.

01/23/97 - L1 page 1
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b) Custodial Account
Franklin Trust Co 55246 440.00
Franklin Trust Co 55704 300.00
T. Rowe Price Funds 38136 365.00
Vanguard Fiduciary Trust Co 55558 139.00

c) Termination/Cancellation
Security First Life Ins 56675 80.00
Security First Life Insurance 45974 100.00

FURTHER IT BE RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustee.

Recommended for adoption:

Chancellor
Del Anderson

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution 970123-S1
Amending Board of Trustees Resolution No. 960725-S5 to Include the Classification of Apprentice Stationary Engineer (7333) and Establishing Wage and Benefit Levels for the Classification

President and Members:

WHEREAS: On July 25, 1996, the Board of Trustees adopted amended Wage Rates and Benefit Levels for Fiscal Year 1996-97 for Unrepresented Employees of the District occupying positions within the classifications of Chief Stationary Engineer (7205), Stationary Engineer (7334) and Senior Stationary Engineer (7335) as set forth in Board of Trustees Resolution No. 960725-S5;

WHEREAS: Board of Trustees Resolution No. 960725-S5 did not include the Classification of Apprentice Stationary Engineer (7333) (hereinafter “Classification”);

WHEREAS: The Administration intends to appoint an incumbent to the Classification, effective on or about February 1, 1997;

WHEREAS: The Administration recommends that the hourly Wage Rates for Fiscal Year 1996-97 for the Classification be established as an increasing percentage of the Classification of Stationary Engineer (7334) as follows:

<table>
<thead>
<tr>
<th>Period</th>
<th>Hourly Rate</th>
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<tbody>
<tr>
<td>1st Twelve Months</td>
<td>$14.79</td>
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<tr>
<td>3rd Six Months</td>
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<td>4th Six Months</td>
<td>$17.06</td>
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<tr>
<td>5th Six Months</td>
<td>$18.20</td>
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<tr>
<td>6th Six Months</td>
<td>$19.34</td>
</tr>
<tr>
<td>7th Six Months</td>
<td>$20.48</td>
</tr>
<tr>
<td>8th Six Months</td>
<td>$21.61</td>
</tr>
</tbody>
</table>

WHEREAS: The Administration recommends that the Benefit Levels for the Classification be consistent with the Benefit Levels established pursuant to Board of Trustees Resolution No. 960725-S5, as appropriate;

THEREFORE BE IT RESOLVED THAT: The Board of Trustees amend Resolution No. 960725-S5 to include the Classification;
FURTHER BE IT RESOLVED THAT: The Administration is authorized to set the Hourly Wage Rates for Fiscal Year 1996-97 for the Classification as an increasing percentage of the Classification of Stationary Engineer (7334) as follows:

1st Twelve Months: $14.79  
3rd Six Months: $15.93  
4th Six Months: $17.06  
5th Six Months: $18.20  
6th Six Months: $19.34  
7th Six Months: $20.48  
8th Six Months: $21.61

FURTHER BE IT RESOLVED THAT: The Administration is authorized to set the Benefit Levels for the Classification to be consistent with the Benefit Levels established pursuant to Board of Trustees Resolution No. 960725-S5, as appropriate;

FURTHER BE IT RESOLVED THAT: The Chancellor and the Chief Operating Officer, and/or their designees, are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund the implementation.

Recommended for adoption:

Del M. Anderson  
Chancellor  

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject Resolution No. 970123-S2
Amending Board of Trustees Resolution No. 961121-S3 to
Include the Classification of Project Manager I (5502) and
Establishing Wage and Benefit Levels for the Classification

President and Members:

WHEREAS: On November 21, 1996, the Board of Trustees adopted and
amended Wage Rates and Benefit Levels for District Designated
Management, Supervisory, and/or Confidential Classifications for Fiscal
Year 1996-97 as set forth in Attachment 1 to Board of Trustees
Resolution No. 961121-S3;

WHEREAS: Board of Trustees Resolution No. 961121-S3 did not include
the Classification of Project Manager I (5502) (hereinafter "Classification");

WHEREAS: The Administration intends to appoint an incumbent to the
Classification, effective on or about February 1, 1997;

WHEREAS: The Administration recommends that a single Hourly Wage
Rate for the Classification be established at $30.79 per hour for Fiscal
Year 1996-97;

WHEREAS: The Administration recommends that the Benefit Levels for
the Classification be consistent with the Benefit Levels established
pursuant to Board of Trustees Resolution No. 961121-S3 as appropriate;

THEREFORE BE IT RESOLVED THAT: The Board of Trustees amend
Resolution No. 961121-S3 to include the Classification;

FURTHER BE IT RESOLVED THAT: The Administration is authorized
to establish a single Hourly Wage Rate for the Classification at $30.79 per
hour for Fiscal Year 1996-97;

FURTHER BE IT RESOLVED THAT: The Administration is authorized
to establish Benefit Levels for the Classification to be consistent with the
Benefit Levels established pursuant to Board of Trustees Resolution No.
961121-S3, as appropriate;
FURTHER BE IT RESOLVED THAT: The Chancellor and the Chief Operating Officer, and or their designee, are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund the implementation.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Clara Starr
REVISED 1/23/97

Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-S3
Authorizing that the student trustee starting June 1, 1997 be 1) elected by a college wide election of students Spring 1997 2) compensated at $350 per month, along with a $1000 travel allowance 3) asked for their advisory vote before the board votes on each resolution with that vote being recorded in the minutes.

President and Members:

In December of 1993, the Board passed resolution S6 authorizing the seating of the Student Trustee as selected by the Associated Students Student Trustee Selection Committee beginning with the January 1994 regular Board meeting. In November 1995 the voters changed the Charter of the City and County of San Francisco. The change effected the composition of the members of the Board of Trustees so that the California Ed Code relating to Student Trustees became applicable to the SFCCD Board, effective July 1, 1996. Ed Code 72023.5 states that the student trustee...shall be chosen, and shall be recalled, by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. Interpretation of this law is that student trustee members are required to be selected in an election by a majority or plurality of all community college students enrolled in the district.

Ed Code 72023.5 also states that the student trustee may do any of the following at the discretion of the governing board: make and second motions; attend closed session, other than closed sessions on personnel matters or collective bargaining matters; and receive compensation up to the amount that other Board members are paid. In this resolution, we are asking for a raise in the Student Trustee’s stipend from $260 per month to $350 per month.

The Associated Students Executive Board comprised of 2 representatives from 7 campuses unanimously support the college wide election of the student trustee. Further, with the strong mandate that such an election would demonstrate, the AS Executive Board feels it is imperative that the Student Trustee be asked for their advisory vote before the board votes on each resolution and that this advisory vote be recorded in the minutes.
Resolution No.931216-S6 authorizes the student trustee to be seated as selected by the Associated Student Trustee Selection Committee beginning January 1994 and Resolution No.960523.S8 authorizes compensation of up to $3,500 a year; both will be suspended by this resolution and should therefore be rescinded.

The following resolution is recommended for adoption:

RESOLVED: That beginning June 1, 1997, the student trustee be seated who has been elected by a majority or plurality of a college wide election held in accordance with the attached “CCSF Guidelines for Student Trustee Election and Recall”. (SEE ATTACHMENT A.)

AND FURTHER BE IT RESOLVED: That starting June 1, 1997, the student trustee shall be compensated a stipend of $350 per month and receive travel reimbursement and conference expenses up to $1,000 a year.

AND FURTHER BE IT RESOLVED: That beginning June 1, 1997, the student trustee shall be asked for his/her advisory vote before the board votes on each resolution and that this advisory vote will be recorded in the minutes. Resolution No.931216-S6 authorizes the student trustee to be seated as selected by the Associated Student Trustee Selection Committee beginning January 1994 and Resolution No.960523.S8 authorizes compensation of up to $3,500 a year; both will be suspended by this resolution and should therefore be rescinded.

Recommended for adoption:

Del M. Anderson
Chancellor

Originators: Chancellor Del M. Anderson
Guidelines for Student Trustee Election and Recall
City College of San Francisco

I. Description of the Student Trustee
California Education Code provides for the inclusion of a student as a non-voting member of the Board of Trustees. Term of office for the Student Trustee is from June 1 of the first year though May 31 of the following year.

II. A candidate running for Student Trustee must meet the following qualifications:
A. Resident of California.
B. Completion of two semesters in the SFCCD.
C. Current enrollment in five credit semester units or, ten hours of non-credit classes.
D. Good academic standing with a cumulative GPA of 2.0.

III. A candidate running for Student Trustee is encouraged to have the following qualifications:
A. Not holding any position in the student government of another college.
B. Not holding a position on the council of any one campus of CCSF.
C. Ability to communicate successfully facts and ideas of some complexity in both writing and public speaking.
D. Ability to identify problems and to take initiative in solving them.
E. Commitment to and sensitivity in working with administration, staff, and students as well as community groups of diverse academic, socioeconomic, cultural, sexual orientation, diversity and ethnic backgrounds.
F. Cannot hold the office of Student Trustee for more than 2 elected years.

IV. Duties of the Student Trustee
A. Act as a representative of the Associated Students of CCSF.
B. Attend all meetings of the Executive Board of the Associated Students of CCSF and chair the meetings if selected to do so by the Executive Board. Give regular Student Trustee Reports at these meetings.
C. Attend all Agenda Review meetings of the CCSF Board of Trustees.
D. Attend all regularly scheduled meetings of the CCSF Board of Trustees.
E. Report at the Phelan Campus Student Council meetings twice per month.
F. Report at other CCSF Campus Student Councils as invited.
G. Meet with the Chancellor of CCSF twice per month.
H. Keep regular, posted office hours. (Office space at the Phelan Campus is available for this purpose.)
I. Present and distribute to AS Councils at all the campuses as well as to the AS Executive Board once a month an unbiased written report covering all issues of relevance to students discussed at Board meetings. This report should also be sent to Up and Coming and The Guardsman.
J. Contribute to a binder containing the handouts of each Board meeting, to be kept in the Student Union.
K. Attend CCCT Student Leadership Conference and Training.
L. Brief the incoming Student Trustee during the month of May.
V. The Student Trustee Election
A. The student trustee shall be elected each Spring in a college-wide election to be held sometime in the last two weeks of April.
B. The election will be organized by a subcommitee of the AS Executive Board working with the Office of Student Activities. The committee must develop/update specific election campaign guidelines including rules regarding endorsements, posting and distribution of literature, campaigning, expenditures, etc.
C. Election polling places will be held for at least two days at campuses where there are active AS Councils including: Phelan, John Adams, Downtown, Chinatown/North Beach, Southeast, Mission, Evans. Other sites and campuses will be told about these polling places. The AS Councils at each campus will be responsible for funding any necessary poll workers.
D. Candidates must submit written applications to run for office at least four weeks before the election, submitted to the Office of Student Activities where qualifications will be verified. Applications will include a 100 word statement about why he/she is running which will be printed on the ballot.
E. Candidate nights at participating campuses will be organized through the Executive Board.

VI. Filling a vacancy in the office of Student Trustee:
A. In the event of a vacancy, the following will occur:
   1. The AS Executive Board will select a replacement.
   2. The student trustee opening will be posted at all campuses for at least 2 weeks, stating a clear application deadline.
   3. Interested candidates must submit written applications to the Office of Student Activities where qualifications will be verified. Applications will include a 100 word statement about why he/she is interested in the position.
   4. The qualified candidates will appear before AS Executive Board to address any questions that the Executive Board may have.
   5. The winning candidate must be selected by a 2/3 vote.
   6. Quorum for the selection will be 9 students with no more than 2 representatives per campus.
   7. The winning candidate shall complete the term of office vacated by the predecessor.

VII. Recall of the Student Trustee
A. The Student Trustee may be recalled by a petition signed by 2% of the student population from each campus from at least 5 campuses.

Written December 1996
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution 970123-S4  
Amendment to Board of Trustees Adopted List of Capital Improvements for Local Bond Issue, adding $10 million for acquiring sites for permanent homes for the Mission and Chinatown/North Beach campuses as part of a $50 million local bond issue to be placed on the June 1997 ballot

President and Members:

WHEREAS: The San Francisco Community College District Board of Trustees adopted Resolution 960207-S1 directing the Chancellor to conduct all activities necessary for the preparation of a November 1996 General Obligation Bond Issue for capital improvements, and

WHEREAS: The Board of Trustees adopted Resolution 960222-S9 which included a list of capital improvements for a November 1996 General Obligation Bond Issue that totaled $40 million, and

WHEREAS: The College has now received the support of the Mayor to seek voter approval of a total of $50 million in capital improvements in a June 1997 election,

THEREFORE BE IT RESOLVED: That the Board of Trustees authorizes the inclusion of an additional $10 million for the purpose of acquiring sites for permanent homes for the Mission and Chinatown/North Beach campuses as part of a $50 million local bond issue to be placed on the June 1997 ballot.

Recommended for Adoption:

Del Anderson  
Chancellor

Originator: Del Anderson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-S5
Adopting Amended Wage Rates and Benefit Levels for Fiscal Year 1996-97 for Unrepresented Employees of the District Occupying Positions Within the Classifications of Plumber (7347) and Steamfitter (7348)

WHEREAS: On February 18, 1986, pursuant to the Educational Employment Relations Act (EERA, Government Code Section 3540 et seq.), the Board by Resolution No. 860218-S3 designated the Classifications of Plumber (7347) and Steamfitter (7348) (hereinafter "Classifications") as "Building Trades Classifications";

WHEREAS: The Administration has provided the non-exclusive representative of the employees of the District occupying positions within the Classifications with an opportunity to "meet and discuss" the wage and benefit issues under contemplation consistent with the Board of Trustees' obligation as a public school employer under the EERA;

WHEREAS: The Administration has recommended an increase for Fiscal Year 1996-97 in the wage rates and benefit levels of unrepresented employees of the District occupying positions within the Classifications consistent with those reflected in Paragraphs No. 1, 2, and 3, below;

THEREFORE, BE IT RESOLVED THAT: The Board of Trustees approves, ratifies and adopts amended wage rates and benefit levels as follows:

1. **Wage Rates**
   Retroactive to July 1, 1996, the present wage rates for unrepresented employees of the District occupying positions within the Classifications shall be increased one percent (1%);

2. **Employees' Retirement System**
   Retroactive to July 1, 1996, subject to Employees' Retirement System requirements, the District shall pay up to an additional two percent (2%) for a total of up to six and one-half percent (6.5%) of each employee's elected rate of contribution to the Employees' Retirement System, not to exceed an employee's elected rate of contribution; and
Retroactive to December 28, 1996, subject to Employees' Retirement System requirements, the District shall pay up to an additional one percent to one and one-half percent (1-1.5%) for a total of up to seven and one-half percent to eight percent (7.5-8%) of each employee's elected rate of contribution to the Employees' Retirement System, not to exceed an employee's elected rate of contribution;

3. **Dependent Care Health Benefits**

Retroactive to July 1, 1996, subject to Health Service System requirements, the District shall pay an additional $100.00 per month for a total of $225.00 per month of each eligible current employee's contribution to Dependent Care Health Benefits;

FURTHER BE IT RESOLVED THAT: The wage rates and benefit levels in effect pursuant to Paragraphs No. 1, 2, and 3, above, shall apply at the time of hire to any future unrepresented employees of the District occupying positions within the Classifications, as appropriate;

FURTHER BE IT RESOLVED THAT: All other forms of compensation, benefits, and other terms and conditions of employment not specifically enumerated herein shall continue in accordance with existing District policies and procedures in effect as of the date of this Resolution;

FURTHER BE IT RESOLVED THAT: The Chancellor and the Chief Operating Officer, and/or their designee, are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund the implementations.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Lawrence C. Klein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970123-S6
Adopting the San Francisco Community College District’s Initial Proposals to the American Federation of Teachers, Local 2121, for a Successor Collective Bargaining Agreement, After Public Comment

President and Members:

WHEREAS: Government Code Section 3547 reads in relevant part as follows:

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

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

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

WHEREAS: On December 19, 1996, the Board of Trustees by Resolution No. 961219-S1 made public the Initial Proposals of the American Federation of Teachers, Local 2121, (AFT) and of the San Francisco Community College District (District) for a Successor Collective Bargaining Agreement;

WHEREAS: On December 19, 1996, the Board of Trustees by Resolution No. 961219-S1 also established January 1997 as the month for the public meeting at which the public would be given the opportunity to comment on the Initial Proposals of the AFT and of the District for a Successor Collective Bargaining Agreement;
WHEREAS: The Board of Trustees solicited advance public response to the Initial Proposals of the AFT and of the District for a Successor Collective Bargaining Agreement by placing a special order of business on its agenda for the January 23, 1997, public meeting;

THEREFORE, BE IT RESOLVED THAT: The Board of Trustees of the District hereby adopts the District’s Initial Proposals to the AFT for a Successor Collective Bargaining Agreement.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Lawrence C. Klein
I. Roll Call

II. Pledge of Allegiance

III. Approval of minutes - Regular Meeting - November 21, 1996

IV. Special Presentation -
   A) Audit Report by Deloitte and Touche
   B) Education Technology Plan: “Creating Opportunities: Using Information Technology in Education”
   C) Update on Academic Computing

V. Report from Academic Senate

VI. Report from Associated Students Council

VII. Report from Classified Senate

VIII. Board of Trustees' Reports

IX. Chancellor's Report

X. Adoption of Resolutions Agenda

XII. Action on Resolutions Agenda Items

Finance (Pages 1-53)
B1 - Reviewing and accepting the annual audit of the SFCCD for the Fiscal Year 1995-96.

B2 - Authorization to accept grant funds in the amount of $30,000 to maintain the Bay Area Transition to Careers Center. The funds will be received in the following amounts: Bank of America $10,000, Charles Schwab and Pacific Bell $7,500 each, and Walter Johnson Foundation $5,000.

B3 - Authorization to (1) submit a renewal applications for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges (COCCC), Office of Economic Development for a grant to continue the development of an Advanced Transportation Technology Center in collaboration with Skyline College and College of Alameda, July 1, 1997 to June 30, 1998, $25,000.

B4 - Amending Resolution No. 960926-B22 which approved receiving $75,260 from the Private Industry Council of San Francisco (PIC) to conduct an Occupational Classroom Training Program under the provisions of the Job Training and Partnership Act (P.L. 97-300) for the period of July 15, 1996 through June 30, 1997. The period has been extended through December 31, 1997, and the funds have been increased by $56,445 to $131,705.

B5 - Amending Resolution No. 960627-B28, which appropriated funds in the amount of $91,311 to City College of San Francisco from Carl D. Perkins Vocational and Applied Technology Education Act of 1990 (VATEA Title II-A Funds), by the State Chancellor's Office, California Community Colleges, for Fiscal Year 1996-1997, by increasing the appropriation by $41,501 to $132,812.

B6 - Authorization to contract with “Adworks for San Francisco” for the sale of advertising in the City College of San Francisco Schedule of Classes, from March 1, 1997 through December 31, 1997, with a commission of up to 25 per cent per advertisement to be paid to Adworks for San Francisco”

B7 - Authorization to contract with Regina Vaicys as Industrial Liaison to track job opportunities for women in the CCSF Aeronautics Program for the period November 18, 1996 through June 30, 1997. Total not to exceed $4,000.

B8 - Authorization to (1) receive and (2) appropriate a grant from the Miranda Lux Foundation to develop Career Link, a collaboration between City College of San Francisco and three local high schools in the growth areas of hospitality and health care. Total not to exceed $10,000.
B9 - Authorization to (1) submit five renewal applications for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges (COCCC) for the Carl D. Perkins Vocational and Applied Technology Act of 1990 (P.L. 101-392), Special Projects, FY 97-98 (7/1/97 - 6/30/98), for the Title II-B and Title III-E: 1) New Horizons, $60,000; 2) Links: Program to Encourage Women in Technology, $35,000; 3) JTPA/VATEA Partnership, $50,000; 4) Step-Up: Preparing Women for the Trades, $49,982; 5) Tech Prep, $69,400.

B10 - Authorization to Close Wells Fargo Bank Account No. 0006-037667 called San Francisco Community College District Revolving Fund.

B11 - Authorization to accept and appropriate all receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52 funded by television access funds from the City of San Francisco, a total of $12,159.29.

B12 - Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended December 31, 1996.

B13 - Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by The Myrtle V. Fitschen Charitable Trust Fund for the enhancement of the Community College - Mission Campus, for the period February through June, 1997 in the amount not to exceed $5,500.

B14 - Authorization to extend the current contract with NBGS III, INC., aka New Boston Systems aka Toner Consulting for special services to provide system administration consultation to City College's Information Technology Service Department (ITS) technical staff at a cost not to exceed $26,000 for the period from March 1, 1997 through June 30, 1997.

B15 - Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Chancellor's Office California Community Colleges to establish a Northern California Center for Applied Biological Technologies that will develop new internships as well as market college programs, faculty and students to biotechnology industry. It will involve the department of Biotechnology and Chemistry for the period of August 1997 - July 1998 in the amount not to exceed $ 150,000.

B16 - Authorization to (1) submit a renewal for a grant and (2) appropriate all funds upon approval by the California State Chancellor's Office, Economic Development to renew the Regional Environmental Business Resource and Assistance Center (REBRAC) to assist businesses with new environmental technologies and energy conservation with the involvement of the Engineering & Technology
Department/Environmental Technology program and School of Business for the period of July 1, 1997 - June 30, 1998 in the amount not to exceed $100,000.

B17 - Authorization to (1) submit an application for funds and (2) appropriate funds receivable for a joint project with the Workability III contract for a joint project with the Department of Rehabilitation, State of California, for the period of July 1, 1997 through June 30, 1998, City College of San Francisco 117,976. Total contract amount $179,876.

B18 - Amending Resolution No. 960627-B12, which appropriated funds in the amount of $913,113 to City College of San Francisco from Carl D.Perkins Vocational and Applied Technology Education Act of 1990 (VATEA Title II-C Funds), by the State Chancellor's Office, California Community Colleges, for Fiscal Year 1996-1997, by increasing the appropriation by $27,296 to a total of $940,409.

B19 - Authorizing the approval of Contract Modification #1, for $122,660 for Golden Bay Construction Company, for project: CCSF, Tennis Courts, located at the Phelan Campus, for a total contract cost not to exceed $315,660.

B20 - Authorization for Contract Modification #4, for $5,757.86, with GT Construction, to cover the cost of Change Order #6, for $11,601 and Change Order #7, a credit of $5,843.14, for the Project: CCSF, Stadium Renovation, Press Box, located at the Phelan Campus, for a total contract cost not to exceed $1,039,321.75.

B21 - Authorization to receive bid from and award contract to the firm of Nutek Construction, for the Project: CCSF, Energy Efficient HVAC Retrofit Project, located on the Phelan and John Adams Campus, for a cost not to exceed $141,300.

B22 - Authorization for Contract Modification #1, for $2,500, with Kaplan McLaughlin Diaz, for special services and advice to provide the District with services for the Bond Issue Proposal, for a total contract cost not to exceed $6,500.

B23 - Authorization to receive bid from and award contract to the firm of Amtech Lighting, Amelco Electric for retrofitting services for the Project: CCSF, Energy Efficient Lighting Retrofit Project, located at Phelan, Alemany, John Adams and Downtown Campuses, for a cost not to exceed $1,135,515.45 $939,537.15
B24 - Authorizing the approval of Contract Modification #1, for $10,000, with William H. Liskamm FAIA for Special Services and Advice to provide the District with various facilities planning services, for a total contract cost not to exceed $22,000 for the period July 1, 1996 through July 31, 1997.

B25 - Authorization to receive bid from and award contract to the firm of Ghilotti Brothers, the lowest responsive bidder, for construction services for the Project: CCSF, Balboa Reservoir Parking, for a cost not to exceed $222,855.

B26 - Authorizing the approval of Contract Modification #5, for $1,863, including Change Order #9, for $373.75 & Change Order #10, for $1,489.25, with Seto’s Construction Company, for project: CCSF, Smith Hall–Grill Alteration, for a total contract cost not to exceed $218,257.


Equipment, Supplies & Services (Pages 54-61)

C1 - Procurement of equipment, supplies, services, etc., less than $3,000

C2 - Procurement of equipment, supplies, services, etc., $3,000 or more

C3 - Acceptance of Gifts

Human Resources (62-111 Pages)

F1 - Educational Administrator Temporary Appointment City College of San Francisco

F2 - Non-Educational Academic Administrator's Appointment, City College of San Francisco.

F3 - Resignation from an Academic Administrative Position

G1-G10 - Academic Employees, Credit Program, District Funded

H1-H2- Academic Employees, Credit Program, Categorically Funded

J1-J5- Academic Employees, Non-Credit Programs, Categorically Funded
L1 - Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract.

N1-N2- Academic Employees Community Service Classes

Policy (pages 112-118)

P1 - Notice of Intention to Amend the San Francisco Community College District Policy Manual Section PM 2.02 - Administrative And Organizational Structure of the San Francisco Community College District.

P2 - Notice of Intention to Amend the San Francisco Community College District Policy Manual Section PM 2.02 - Administrative and Organizational Structure of the San Francisco Community College District.

Special (Pages 119-127)

S1 - Authorizing that the student trustee starting June 1, 1997 be 1) elected by a college wide election of students Spring 1997 2) compensated at $350 per month, along with a $1000 travel allowance 3) asked for their advisory vote before the board votes on each resolution with that vote being recorded in the minutes.

S2 - Expressing gratitude and appreciation to Gretchen Hart Schubeck for here service as a student and part-time employee of the San Francisco Community College District.

Informational Reports - No Action Necessary (Pages 128-129)

XII. Requests to Speak

XIII. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: March 27, 1997
Phelan Campus
Subject: Resolution No. 970227-B1
Reviewing and accepting the annual audit of the SFCCD for the Fiscal Year 1995-96

President and Members:

Education Code Section 84040 reads in part as follows: "(b) The governing board of each community college district shall provide for an annual audit of all funds, books and accounts of the district in accordance with regulations of the board of governors."

Section 13e of the U.S. Office of Management and Budget Circular A-128, Audits of State and Local Governments, also requires that the audit report be made available by the State or local government for public inspection within thirty days after the completion of the audit.

At the June 23, 1994 Board of Trustees meeting Resolution No.940623-B14 was passed authorizing contract with Deloitte & Touche for auditing services for the period 1993-1994, 1994-1995, and 1995-1996.

The auditors have now completed their examination and the results are contained in "San Francisco Community College District, Auditor's Report for the year ended June 30, 1996". A copy has been sent to each member of the Board of Trustees and a copy has been filed with the Secretary of the Board of Trustees.

Title 5, California Code of Regulations, Section 59104 requires each community college district governing board to review the annual audit at a public meeting.

The following resolution is recommended for adoption:

RESOLVED: That the annual audit of the SFCCD for the Fiscal Year 1995-96, as reported in the "San Francisco Community College District, Auditor's Report" a copy of which has been sent to each Board of Trustee member and also filed with the Secretary of the Board of Trustees, is hereby reviewed and accepted, and
FURTHER BE IT RESOLVED: That pursuant to Section 13e of the U.S. Office of Management and Budget Circular A-128, a copy of the San Francisco Community College District Auditor's Report for the year ended June 30, 1996 shall be available for public inspection at the SFCCD, District Business Office, 33 Gough Street, San Francisco, California and the City College of San Francisco Library, 50 Phelan Avenue, San Francisco, California.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No.970227-B2  
Authorization to receive and appropriate grant funds in the amount of $30,000 to maintain the Bay Area Transition to Careers Center. The funds will be received in the following amounts: Bank of America $10,000, Charles Schwab and Pacific Bell $7,500 each, and Walter Johnson Foundation $5,000.

President and Members:  

In 1995, the Walter Johnson Foundation awarded City College of San Francisco (CCSF) a $150,000 grant to develop a Transition Center that would link students to career opportunities in the Bay Area. This grant ended in December 1996 and there is much work to be done to ensure the program will be institutionalized. All the momentum and hard work of the Transition Center and its director will cease, unless the program receives an additional $30,000 to fund the Center through the Spring Semester. In late December a coalition of interested businesses and the Walter Johnson Foundation decided to fund the Bay Area Transition To Careers Center through the Spring semester.  
The Transition Center has been instrumental in seeking and accomplishing systemic change to create a seamless process of lifelong education and learning. Accomplishments include:

- Articulation agreements between San Francisco Unified School District (SFUSD) and the Academy of Business and Finance (ABF) in particular.
- Curriculum development/enhancement based on SCANS skills and competencies plus specific career planning components added to enhance employability.
- Performance standards and assessment procedures outlined through the Internship Handbook have become the model for numerous programs.
- Systems and forms created to measure outcomes/objectives of work-based learning components.
- Special mentoring and internship programs for SFUSD and CCSF students.
- Research and development regarding the process of establishing and strengthening partnerships between employers, schools (administration and faculty), community based organizations and students.
• Database system established for cataloging and tracking school to career opportunities
• Work-experience plan created to comply with California education code.
• Career placement delivery improved through an umbrella organization (Career Connection) to provide better service to employers and students.

The following resolution is recommended for adoption:

Resolved: That the Chancellor, Chief Operating Officer and/or their designees authorize the SFCCD to receive and appropriate grant funds in the amount of $30,000 to maintain the Bay Area Transition to Careers Center. The funds will be received in the following amounts: Bank of America $10,000, Charles Schwab and Pacific Bell $7,500 each, an Walter Johnson Foundation $5,000.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Steven Glick
Honorable Board of Trustees of the
San Francisco Community College District

Subject:  Resolution No. 970227-B3
Authorization to (1) submit a renewal applications for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges (COCCC), Office of Economic Development for a grant to continue the development of an Advanced Transportation Technology Center in collaboration with Skyline College and College of Alameda, July 1, 1997 to June 30, 1998, $25,000.

President and Members:

City College of San Francisco will submit a proposal to continue the design, development, piloting and implementation of an Advanced Transportation Technology Center with Skyline College and College of Alameda. The ATT Center provides staff development, curriculum development and education in alternative fuel vehicle technology.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized 1) to submit an application for funds and 2) to appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges (COCCC), Office of Economic Development for a grant to continue the development of an Advanced Transportation Technology Center in collaboration with Skyline College and College of Alameda, July 1, 1997 to June 30, 1998, $25,000.

FURTHER BE IT RESOLVED: That upon approval by Chancellor's Office California Community Colleges (COCCC) with the condition that the terms of the contract are not significantly amended and in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriations are made in the General Fund, Part B - Restricted to cover the following project for the period July 1, 1997 through June 30, 1998.

Income From State Sources:

Chancellor's Office California Community Colleges, Economic Development $25,000
02/27/97 - B3 page 1
Expenditures:

Certificated Salaries $ 4,063
Classified Salaries 985
Employee Benefits 592
Supplies 500
Other Operating Expenses & Services 2,950
Other outgo 12,171
Indirect Costs 939
Total $25,000

In-Kind Matching Funds:

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<tr>
<td>Other Operating Exp.</td>
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FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget on the accounts of the SFCCD and to submit any and all reports required by the California Community Colleges in the administration of said programs.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Chui L. Tsang
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970227-B4
Amending Resolution No. 960926-B22 which approved receiving $75,260 from the Private Industry Council of San Francisco (PIC) to conduct an Occupational Classroom Training Program under the provisions of the Job Training and Partnership Act (P.L. 97-300) for the period of July 15, 1996 through June 30, 1997. The period has been extended through December 31, 1997, and the funds have been increased by $56,445 to $131,705.

President and Members:

On September 23, 1996, the Governing Board adopted Resolution No. 960926-B22, approving a subcontract for an Occupational Classroom Training program with the Private Industry Council of San Francisco under the provisions of the Job Training and Partnership Act (P.L. 97-300) (Title III EDWAA) for the period of July 15, 1996, through June 30, 1997, for the amount of $75,260.

The Private Industry Council of San Francisco accepted the proposal with the following modifications: The training period will be from July 15, 1996, through December 31, 1997, with the amount increased by $56,445.

Since FY 1983-84, the Private Industry Council of San Francisco (PIC) has funded job preparation programs at John Adams Campus which include participant recruitment and selection, testing, employment counseling, classroom training, support services, and job placement.

No District matching funds are required for initial award or subsequent awards.

The following resolution is recommended for adoption:

RESOLVED: That Resolution No. 960926-B22 be amended to increase the receipt and appropriation to $131,705, and that the grant period be extended from ending on 6/30/97 to 12/31/97.

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to appropriate funds receivable from the Private Industry Council of San Francisco to conduct an occupational classroom training program under the provisions of the Job Training and Partnership Act (P.L. 97-300), from July 15, 1996, through December 31, 1997, City College of San Francisco.
FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011, and the Budget and Accounting manual for California Community Colleges, the following appropriation is made to the General fund, Part B - Restricted to cover the following project for the period July 15, 1996 through December 31, 1997.

Federal Income from Local Sources:

Private Industry Council of San Francisco
Job Training and Partnership Act
(P.L. 97-300, Title III EDWAA)
Allocation $131,705

Expenditures: 131,705

Academic Salaries 48,110
Classified Salaries 48,177
Employee Benefits 13,362
Supplies and Materials 12,300
Indirect Cost (for CCSF) 9,756

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Chui Tsang
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970227-B5  
Amending Resolution No. 960627-B28, which appropriated funds in the amount of $91,311 to City College of San Francisco from Carl D. Perkins Vocational and Applied Technology Education Act of 1990 (VATEA Title II-A Funds), by the State Chancellor's Office, California Community Colleges, for Fiscal Year 1996-1997, by increasing the appropriation by $41,501 to $132,812.  

President and Members:  


On December 3, 1996, the State Chancellor's Office, California Community Colleges, has authorized the allocation to increase from $91,311 to $132,812 for City College of San Francisco.  

The following resolution is recommended for adoption:  


WHEREAS: The State Chancellor's Office, California Community Colleges has authorized the funding allocation of $132,812, an increase of $41,501 for Fiscal Year 1996-1997 Carl D. Perkins VATEA Title II-A Funds.  

THEREFORE BE IT RESOLVED: That Resolution No. 960627-B28 be amended to increase the appropriation to a total of $132,812.

02/27/97 - B5 page 1
FURTHER BE IT RESOLVED: That in accordance with Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the General Fund, Part B - Restricted to cover the following project for the period July 1, 1996 to June 30, 1997.

Federal Revenues:
Chancellor's Office $132,812
California Community Colleges
Carl D. Perkins VATEA Title II-A Funds

Expenditures:
City College of San Francisco $132,812
Carl D. Perkins VATEA Title II-A Funds

Certificated Salaries 84,665
Classified Salaries 8,115
Fringe Benefits 9,055
Materials and Supplies 569
Other Operating Expenses & Services 25,300
Indirect Cost (4%) 5,108

Total: $132,812

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriated funds on the accounts of the San Francisco Community College District and to submit any and all reports required by the United States Government and/or the California Community Colleges in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Chui Tsang
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970227-B6 
Authorization to contract with “Adworks for San Francisco” for the sale of advertising in the City College of San Francisco Schedule of Classes, from March 1, 1997 through December 31, 1997, with a commission of up to 25 per cent per advertisement to be paid to Adworks for San Francisco”

President and Members:

The Chief Operating Officer and the Public Information Officer have been exploring the possibility of selling advertising in the Schedule of Classes as a means of partially offsetting the cost of producing and mailing this publication. “The Adworks of San Francisco, a direct mail marketing firm has expressed an interest in selling such advertising. This proposal would sell a limited amount of advertising at a targeted price of $4000 for a full page. Adworks would receive a commission of up to 25 per cent of the sale price. Adworks has also agreed to provide paid training opportunities for City College students who are interested in gaining marketing experience.

Finally, it should be noted that City College will retain absolute rights to refuse any advertisement that Adworks presents. In addition, Adworks has agreed to submit prospect lists for City College review prior to contacting any potential advertisers.

The following resolution is recommended for adoption:

RESOLVED: That the City College of San Francisco contract with “Adworks for San Francisco” for the sale of advertising in the City College of San Francisco Schedule of Classes, from March 1, 1997 through December 31, 1997, with a commission of up to 25 per cent per advertisement to be paid to Adworks for San Francisco”
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter Goldstein
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No.970227-B7
Authorization to contract with Regina Vaicys as Industrial Liaison to track job opportunities for women in the CCSF Aeronautics Program for the period November 18, 1996 through June 30, 1997. Total not to exceed $4,000.

President and Members:

The Board of Trustees approved Board Resolutions (960409-B1) appropriating funds to the Links Program to promote community awareness of aviation maintenance and employment opportunities for women in this field. In order to create a better link with the aviation industry, the Links Program would like to contract with Regina Vaicys to serve as an Industrial Liaison. Her duties would encompass researching local aircraft companies and compiling a data base. She will meet with representatives of each of these companies in order to track job opportunities for women enrolled in the CCSF Aeronautics Program. Said contract is for the period November 18, 1996 through June 30, 1997. Consultant is to be compensated at rates not to exceed the prevailing industry standards or those determined by the contracts City College has with its employees. Total not to exceed $4,000.

Funding for this contract is from the grant awarded by the Chancellor's Office, California Community Colleges to VATEA Special Projects, Links Program. No general funds from the District are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to contract with Regina Vaicys as Industrial Liaison to track job opportunities for women in the CCSF Aeronautics Program for the period November 18, 1996 through June 30, 1997. Total not to exceed $4,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record these budgets on the SFCCD and to submit any and all reports required in the administration of said programs.

Recommended for adoption:

Del Anderson, Chancellor

Originator: Chui Tsang

2/27/97 - B7 page 1
Honorable Board of Trustees of they
San Francisco Community College District

Subject: Resolution No.970227-B8
Authorization to (1) receive and (2) expend a grant from the Miranda Lux Foundation to develop Career Link, a collaboration between City College of San Francisco and three local high schools in the growth areas of hospitality and health care. Total not to exceed $10,000.

President and Members:

The District’s proposal to the Miranda Lux Foundation is part of CityWorks. The proposal requests from the Miranda Lux Foundation a grant of $10,000 to expand CCSF’s collaboration with high schools. The requested funds will support the development and implementation of model articulation agreements between CCSF and three local high schools, John O’Connell, International Studies Academy and George Washington, in the growth areas of hospitality and health care. Activities to be provided include recruitment/industry orientation services, career counseling, curriculum development, and internships.

The expected period over which the grant will be expended is from February 1, 1996 through December 31, 1997.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to accept the $10,000 and appropriate all funds receivable under the Miranda Lux Foundation to develop Career Link, a collaboration between City College of San Francisco and three local high schools in the growth areas of hospitality and health care. Total not to exceed $10,000.

FURTHER BE IT RESOLVED: That upon approval the following appropriation is made to support City/Works collaboration with local high schools and that all reports required by the Miranda Lux Foundation be submitted

Income from the Miranda Lux Corporation $10,000

02/27/97 - B8 page 1
Expenditure:

Instructional Salaries and Benefits  
6,800
Professional Meetings  
1,320
Indirect Costs  
800

----------  
$10,000

In-Kind Match:

Salaries and Benefits  
20,661
Indirect Costs  
8,082

----------  
$28,743

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget on the SFCCD and to submit any and all reports required in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Chui L. Tsang
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970227-B9
Authorization to (1) submit five renewal applications for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges (COCCC) for the Carl D. Perkins Vocational and Applied Technology Act of 1990 (P.L. 101-392), Special Projects, FY 97-98 (7/1/97 - 6/30/98), for the Title II-B and Title III-E: 1) New Horizons, $60,000; 2) Links: Program to Encourage Women in Technology,$35,000; 3) JTPA/VATEA Partnership, $50,000; 4) Step-Up: Preparing Women for the Trades, $49,982; 5) Tech Prep, $69,400.

President and Members:


The legislation greatly expands the job-related education efforts. It emphasizes service to "special populations", including the economically and educationally disadvantaged, the disabled, single parents, those not properly serviced because of sex bias, and those with limited English proficiency. VATEA requires allocation on the basis of financial aid and Vocational Education student enrollment for the 75% basic grant funds; the balance of the VATEA funds (25%) are awarded through a competitive requests for proposals (RFP) process, Special Projects. Allocation for the basic grant for 1997-98 have not yet been made.

The special programs renewal applications for funds will provide supplementary funds to the basic grant and to serve the "special populations" at City College.

The following Special Projects are being applied for renewal at this time:
Title II-B
1) New Horizons
Grant ID No 97-0121
Total Projects Costs: $60,000

2) Links: Program to Encourage Women in Technology
Grant ID No 97-0138
Total Projects Costs: $35,000

3) JTPA/VATEA Partnerships
Grant ID No 97-0123
Total Projects Costs: $50,000

4) Step-Up: Preparing Women for the Trades
Grant ID No 97-0125
Total Projects Costs: $49,982

Title III-E
5) Tech Prep
Grant ID No 97-141
Total Projects Costs: $69,400

(*) Existing personnel and/or expenses.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their
designees are hereby authorized 1) to submit an application for funds and
2) to appropriate all funds receivable upon approval by Chancellor's Office
California Community Colleges (COCCC) for the Carl D. Perkins
Vocational and Applied Technology Act of 1990 (P.L. 101-392), Special
Projects, FY 97-98 (7/1/97 - 6/30/98), for the Title II-B and Title III-E: 1)
New Horizons, $60,000; 2) Links: Program to Encourage Women in
Technology, $35,000; 3) JTPA/VATEA Partnership, $50,000; 4) Step-Up:
Preparing Women for the Trades, $49,982; 5) Tech Prep, $69,400.
FURTHER BE IT RESOLVED: That upon approval by Chancellor's Office California Community Colleges (COCCC) with the condition that the terms of the contract are not significantly amended and in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriations are made in the General Fund, Part B - Restricted to cover the following project for the period July 1, 1997 through June 30, 1998.

**Federal Income Pass Through State Sources:**

Chancellor's Office California Community Colleges

I. Title II-B $194,982
   1) New Horizons $60,000
   2) Links 35,000
   3) JTPA/VATEA Partners 50,000
   4) Step-Up 49,982

II. Title III-E
   5) Tech Prep 69,400

Grand Total $264,382

**Expenditures:**

I. Title II-B
   Certificated Salaries $131,630
   Classified Salaries 20,062
   Employee Benefits 20,511
   Supplies 4,639
   Other Operating Expenses & Services 7,880
   Other outgo 3,250
   Indirect Costs 7,010
   Sub Total $194,982

II. Title III-E
   Certificated Salaries $32,418
   Classified Salaries 6,300
   Employee Benefits 6,000
   Supplies 7,313
   Other Operating Expenses & Services 9,600
   Equipment 5,000
   Other outgo 100
   Indirect Costs 2,669
   Sub Total $69,400
Grand Total $264,382

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget on the accounts of the SFCCD and to submit any and all reports required by the California Community Colleges in the administration of said programs.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Chui L. Tsang
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970227-B10  
Authorization to Close Wells Fargo Bank Account No. 0006-037667 called San Francisco Community College District Revolving Fund.

President and Members:

On January 10, 1981, Resolution No. 810110-B3 was adopted by the Board of Trustees authorizing the District to establish a Wells Fargo checking account for the purpose of making small payments to vendors and for reimbursing employees for travel, petty cash and mileage expenses. Bank account No. 0006-037667 was established in accordance with this resolution.

Since August 1995, the district has been issuing its own checks through the Banner Finance system. The checks are drawn against the Wells Fargo Bank commercial revolving fund, account No. 4043-116763. This account is used to pay all vendors, as well as employees for reimbursement of travel, petty cash and mileage expenses. Therefore, as the need to use a separate account for employee reimbursement has ended, the Wells Fargo account established under Resolution 810110-B3 should be closed.

The following resolution is recommended for adoption:

WHEREAS: The Board of Trustees by Resolution No. 810110-B3 authorized the establishment of Wells Fargo Bank account No. 0006-037667 for the purpose of making minor payments to vendors and for reimbursing employees for travel, petty cash and mileage expenses;

WHEREAS: The District issues all vendor and employee reimbursement checks through Banner Finance, eliminating the need for a separate bank account.

THEREFORE BE IT RESOLVED: That District Administration is authorized close Wells Fargo Bank account No.0006-037667 called San Francisco Community College District Revolving Fund;
FURTHER BE IT RESOLVED: That the Chancellor Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970227-B11
Authorization to accept and appropriate all receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52 funded by television access funds from the City of San Francisco, a total of $12,159.29.

President and Members:

The City of San Francisco gives a portion of the TCI Cablevision franchise fee to support operations of the educational access Channel 52, currently operated by City College of San Francisco. These funds are given by the City College of San Francisco. The funds are restricted to pay any operating expenses of Channel 52.

The Foundation of City College of San Francisco will donate a total of $12,159.29.

The following resolution is recommended for adoption:

WHEREAS: The educational access channel offers students important distance-education opportunities, as well as a range of valuable educational services to the College and the San Francisco Community, and

WHEREAS: The City of San Francisco has given $12,159.29 to the Foundation of City College of San Francisco for the purpose of operating educational access channel to assist students and provide educational programming for the City of San Francisco.

RESOLVED: That authorization be given to accept and appropriate all receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52 funded by television access funds from the City of San Francisco, $12,159.29.
THEREFORE BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by the Foundation of City College of San Francisco in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Jacqueline Shadko
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-B12
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended December 31, 1996.

President and Members:

Title 5 of the California Code of Regulations, Section 58310 requires California’s Community College Districts to report quarterly on their financial condition. Starting with the quarter ending September 30, 1987 and quarterly thereafter, districts are required to provide to the chancellor’s office the completed form CCFS-311Q and a copy of the quarterly financial report.

In order to meet the requirement of Title 5 of the California Code of Regulations, Section 58310 the following resolution is recommended for adoption:

RESOLVED: That pursuant to Title 5 of the California Code of Regulations, Section 58310 the Quarterly Financial Status Report for the Quarter ended December 31, 1996 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Subject: Resolution No. 970227-B13
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended December 31, 1996.

President and Members:

Title 5 of the California Code of Regulations, Section 58310 requires California’s Community College Districts to report quarterly on their financial condition. Starting with the quarter ending September 30, 1987 and quarterly thereafter, districts are required to provide to the chancellor’s office the completed form CCFS-311Q and a copy of the quarterly financial report.

In order to meet the requirement of Title 5 of the California Code of Regulations, Section 58310 the following resolution is recommended for adoption:

RESOLVED: That pursuant to Title 5 of the California Code of Regulations, Section 58310 the Quarterly Financial Status Report for the Quarter ended December 31, 1996 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970227-B14
Authorization to extend the current contract with NBGS III, INC., aka New Boston Systems aka Toner Consulting for special services to provide system administration consultation to City College's Information Technology Service Department (ITS) technical staff at a cost not to exceed $26,000 for the period from March 1, 1997 through June 30, 1997.

President and Members:

The Information Technology Services (ITS) Department was authorized by Resolution No. 961121-B11 to contract with NBGS III, INC., aka New Boston Systems aka Toner Consulting to provide system administration consultation for the College’s Hewlett Packard computer system. That resolution was for a three-month period (ending February 28, 1997) to allow the ITS Department time to hire a permanent system administrator. The ITS Department and Human Resources is in the process of revising the position and the job announcement. It is anticipated that the position will be filled by June 30, 1997. Therefore it is necessary to extend the contract with NBGS III, Inc. Should the system administrator be hired sooner, the contract for services from NBGS III, Inc. will be discontinued.

Funding for this resolution will be from the ITS Department salary savings.

WHEREAS: The College needs to secure whatever technical support is required to ensure continued business operations in the event of technical system difficulties with the Hewlett Packard Computers,

WHEREAS: NBGS III, INC., aka New Boston Systems aka Toner Consulting has been providing technical staff qualified in the areas of system administration support for Hewlett Packard computers (HPUX); NBGS III, INC., aka New Boston Systems aka Toner Consulting provides system administration support Hewlett Packard Corporation.

THEREFORE, BE IT RESOLVED THAT: The Board of Trustees approves extension of the current contractual agreement for consulting services with NBGS III, INC., aka New Boston Systems aka Toner Consulting to provide system administration consultation City College’s Information Technology Service Department (ITS) technical staff at a cost not to exceed $26,000 for the period from March 1, 1997 through June 30, 1997.

Recommended for Adoption:

Del M. Anderson.
Chancellor

Originator: Mamie How
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970227-B15
Authorization to (1) submit a renewal for a grant and
(2) appropriate all funds upon approval by the Chancellor’s
Office California Community Colleges to establish a
Northern California Center for Applied Biological
Technologies that will develop new internships as well as
market college programs, faculty and students to
biotechnology industry. It will involve the department of
Biological Science and Chemistry for the period of August
1997 - July 1998 in the amount not to exceed $150,000.

President and Members:

This resolution requests an authorization to submit a grant application to the
Chancellor’s Office California Community Colleges to establish a Northern California
Center for Applied Biological Technologies.

A coalition of faculty and administrators from six Bay Area community colleges in
six different counties will establish a Northern California Center for Applied Biological
Technologies at City College of San Francisco. First year activities will focus on
establishing the Center, marketing students, faculty, programs and colleges to the
industry, coordinating faculty interaction with industry through workshops, and
stimulating industry-education collaboration with a unique Industry-Education Forum.
The Center will identify target companies to develop a new internship and cooperative
education placements. It will also place information about biotechnology in Northern
California on a World Wide Web page. The Center will facilitate faculty attendance at
workshops with industry personnel and will produce a guide on starting biotechnology
technicians programs.

The following are partners in the project: Skyline College, Vista College, Solano, Contra
Costa, DeAnza College and City College of San Francisco

The total of the grant is $150,000 for the time period August, 1997 - July, 1998.
The San Francisco Community College District is required to provide an in kind match
of $126,407. In kind matches are current existing personnel, supplies, equipment,
facilities etc., that will support the grant project. No additional physical space is
required for this project. The San Francisco Community College District is the fiscal
agent.
In Kind Match Expenditure

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic salaries not to exceed</td>
<td>$57,486</td>
</tr>
<tr>
<td>Classified salaries not to exceed</td>
<td>$18,529</td>
</tr>
<tr>
<td>Employee benefits not to exceed</td>
<td>$29,679</td>
</tr>
<tr>
<td>Supplies &amp; material not to exceed</td>
<td>$1,000</td>
</tr>
<tr>
<td>Other operation expenses &amp; services not to exceed</td>
<td>$30,020</td>
</tr>
<tr>
<td>Capital outlay not to exceed</td>
<td>$14,903</td>
</tr>
<tr>
<td><strong>Total not to exceed</strong></td>
<td><strong>$151,617</strong></td>
</tr>
</tbody>
</table>

The following resolution is recommended for adoption:

**RESOLVED:** That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to submit an application for a grant to the Chancellor’s Office California Community Colleges to establish a Northern California Center for Applied Biological Technologies that will develop new internships as well as market college programs, faculty and students to biotechnology industry. It will involve the department of Biotechnology and Chemistry for the period of August 1997 - July 1998 in the amount not to exceed $150,000.

**FURTHER BE IT RESOLVED:** That upon the approval by the Chancellor’s Office California Community Colleges with the conditions and terms of the award not significantly amended, and in accordance with the Title 5, California Code and Regulations, Section 59011, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation will be made in the General Fund, Part B-Restricted to cover the following project for the period of August, 1997 - July, 1998 in the amount not to exceed $150,000.

**Expenditures:**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries - not to exceed</td>
<td>$15,664</td>
</tr>
<tr>
<td>Classified Salaries - not to exceed</td>
<td>$18,140</td>
</tr>
<tr>
<td>Employee benefits - not to exceed</td>
<td>$4,634</td>
</tr>
<tr>
<td>Supplies &amp; materials - not to exceed</td>
<td>$5,000</td>
</tr>
<tr>
<td>Other operating expenses &amp; services - not to exceed</td>
<td>$66,250</td>
</tr>
<tr>
<td>Capital Outlay - not to exceed</td>
<td>$4,675</td>
</tr>
<tr>
<td>Other outgo - not to exceed</td>
<td>$30,000</td>
</tr>
<tr>
<td>Total indirect cost - not to exceed</td>
<td>$5,637</td>
</tr>
<tr>
<td><strong>Total - not to exceed</strong></td>
<td><strong>$150,000</strong></td>
</tr>
</tbody>
</table>
FURTHER BE IT RESOLVED: That the Chancellor Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts the SFCCD and to submit any and all reports required by the U.S. Department of Education, in the administration of the said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Manlove and Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970227-B16
Authorization to (1) submit a renewal for a grant and (2) appropriate all funds upon approval by the California State Chancellor’s Office, Economic Development to renew the Regional Environmental Business Resource and Assistance Center (REBRAC) to assist businesses with new environmental technologies and energy conservation with the involvement of the Engineering & Technology Department/Environmental Technology program and School of Business for the period of July 1, 1997 - June 30, 1998 in the amount not to exceed $100,000.

President and Members:

This resolution requests an authorization to submit a grant application to the California State Chancellor’s Office/Economic Development to renew the Regional Environmental Business Resource and Assistance Center (North).

The Regional Environmental Business Resource and Assistance Center (REBRAC) was established in June 1994 at City College of San Francisco as one of the regional centers affiliated with Northern California Business Environmental Assistance Center (NCBEAC). The focus of REBRAC is to provide assistance to businesses in new environmental technologies and energy conservation. Furthermore, in 1997-1998 the REBRAC will also include an assessment of the waste management of businesses and recommendation for waste minimization. This additional focus will require additional training of REBRAC staff and interns. NCBEAC will assist in the training and curriculum development in waste minimization. The Consortium will continue to involve Napa Valley College, principally to develop further REBRAC’s presence on the World Wide Web.

The following partners would be involved in the project: Napa Valley College, UC Santa Cruz Extension. The total of the grant is $100,000 for the time period July 1, 1997 - June 30, 1998. The San Francisco Community College District is required to provide $100,000 in kind match. Physical space is required. The San Francisco Community College District is the fiscal agent.

In Kind Match Expenditure

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic salaries not to exceed</td>
<td>$5,666</td>
</tr>
<tr>
<td>Classified salaries not to exceed</td>
<td>$4,000</td>
</tr>
<tr>
<td>Other operation expenses &amp; services not to exceed</td>
<td>$60,334</td>
</tr>
</tbody>
</table>

02/27/97 - B16 page 1
Other outgo not to exceed $ 30,000

Total $ 100,000

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to submit an application for a grant to the California State Chancellor’s Office/Economic Development renew the Regional Environmental Business Resource and Assistance Center (REBRAC) to assist businesses with new environmental technologies and energy conservation with the involvement of the Engineering & Technology Department/ Environmental Technology program and School of Business for the period of July 1, 1997 - June 30, 1998 in the amount not to exceed $ 100,000.

FURTHER BE IT RESOLVED: That upon the approval by the California State Chancellor’s Office/Economic Development Office with the conditions and terms of the award not significantly amended, and in accordance with the Title 5, California code and Regulations, Section 59011, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation is made in the General Fund, Part B- Restricted to cover the following project for the period of July 1, 1997-June 30, 1998 in the amount not to exceed $100,000.

Expenditure:

Academic Salaries - not to exceed $ 33,606
Classified Salaries - not to exceed $ 14,222
Employee benefits - not to exceed $ 4,199
Supplies & materials - not to exceed $ 3,285
Other operating expenses & services - not to exceed $ 15,000
Other outgo - not to exceed $ 28,842
Indirect cost - not to exceed $ 3,846

Total - not to exceed $ 100,000
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision of the SFCCD and to submit any and all reports required by the U.S. Department of Education, in the administration of the said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-B17
Authorization to (1) submit an application for funds and (2) appropriate funds receivable for a Workability III contract for a joint project with the Department of Rehabilitation, State of California, for the period of July 1, 1997 through June 30, 1998, City College of San Francisco 117,976. Total contract amount $179,876.

President and Members:

The City College of San Francisco Disabled Students Program and the Department of Rehabilitation propose the continuation of a Workability III contract. The objective of the joint project is to provide specialized job placement services to one hundred twenty five (125) students with disabilities who are job ready and are DR consumers of the Department of Rehabilitation.

The Workability Program provides the only specialized job placement service available at City College of San Francisco dealing with the unique situations which present themselves to persons with disabilities. Without this program, students/DR consumers with disabilities would have to use the limited resources of the general campus Career Center along with the rest of the student body. Workability III affords students/DR consumers assistance in learning how to present themselves and their abilities to employers, offers job placement assistance with known employers, and provides services to both the student/DR consumers and the employer in making needed job accommodations for new employees.

The contract will cover the costs of a job developer, instructional aide, supplies and training. The San Francisco Community College District will provide an in-kind match of 79% FTE job placement specialist (a tenured instructor in DSP&S).

The total project cost and the sources of funding are distributed as follows:

Direct costs to be funded by the State Department of Rehabilitation

(July 1, 1997 through June 30, 1998)

WA III Job Developer (salary/benefits) $46,600
Instructional Aide $14,000
Supplies $300
Software $200
Training Mileage $200
Training $800
Total CCSF Direct costs to be funded by Workability III $61,900

Total CCSF Matching Costs 79% salary benefits: $56,076

Total project cost for CCSF: $117,976
Additional Federal Program Funds to State Department of Rehabilitation for CCSF students $61,900.00

Total Program Amount $179,876.00

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to (1) submit an application for funds (2) appropriate funds receivable for a Workability III contract from the Department of Rehabilitation, State of California, for the period of July 1, 1997 through June 30, 1998, City College of San Francisco, $117,976. Total contract amount: $179,876.00

FURTHER BE IT RESOLVED: That in accordance with Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community College, the following project for the period from July 1, 1997 to June 30, 1998.

Revenue

Federal Contract to District $61,900
District General Revenue $56,076
Federal Contract to Department of Rehabilitation $61,900

Expenditures

Workability III Program $61,900
Matching Costs CCSF $56,076
State Department of Rehabilitation Workability III Expenses $61,900
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation on the accounts of the SFCCD and to submit any and all reports required by the California Department of Rehabilitation in the administration of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Sandra Handler
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-B18
Amending Resolution No. 960627-B12, which appropriated funds in the amount of $913,113 to City College of San Francisco from Carl D. Perkins Vocational and Applied Technology Education Act of 1990 (VATEA Title II-C Funds), by the State Chancellor's Office, California Community Colleges, for Fiscal Year 1996-1997, by increasing the appropriation by $27,296 to a total of $940,409.

President and Members:


On January 15, 1997, the State Chancellor's Office, California Community Colleges, authorized the allocation to increase from $913,113 to $940,409 for City College of San Francisco.

The following resolution is recommended for adoption:


WHEREAS: The State Chancellor's Office, California Community Colleges authorized the funding allocation of $940,409, an increase of $27,296 for Fiscal Year 1996-1997 Carl D. Perkins VATEA Title II-C Funds.

THEREFORE BE IT RESOLVED: That Resolution No. 960627-B12 be amended to increase the appropriation to a total of $940,409.

FURTHER BE IT RESOLVED: That in accordance with Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the General Fund, Part B - Restricted to cover the following project for the period July 1, 1996 to June 30, 1997.
Federal Revenues:

Chancellor's Office $940,409
California Community Colleges
Carl D. Perkins VATEA Title II-C Funds

Expenditures:

City College of San Francisco $940,409
Carl D. Perkins VATEA Title II-C Funds

Certificated Salaries $287,644
Classified Salaries 183,046
Lab-aides Salaries 29,620
Fringe Benefits 74,585
Materials and Supplies 24,898
Other Operating Expenses & Services 37,240
Equipment 263,376
Other Outgo 40,000
Total: $940,409

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee, are hereby authorized to execute all documents necessary to record this appropriated funds on the accounts of the San Francisco Community College District and to submit any and all reports required by the United States Government and/or the California Community Colleges in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Chui Tsang
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-B19
Authorizing the approval of Contract Modification #1, for $122,660 for Golden Bay Construction Company, for project: CCSF, Tennis Courts, located at the Phelan Campus, for a total contract cost not to exceed $315,660.

President and Members:

Resolution 961121-B13 authorized the District to contract with Golden Bay Construction Company, the lowest responsive bidder with the lowest base bid, $193,000 and lowest bids for alternates for the project: CCSF, Tennis Courts, located at the Phelan Campus. Contract Modification #1 is required because the District wishes to accept alternates for additional work bid by Golden Bay Construction Company.

This Contract Modification #1, in the amount of $122,660 includes the following scope of work: a) Trench and patch for underground electrical conduit, $5,060.; b) Lighting standard bases, $9,600.; c) Water pipe for five hose bibbs, $4,000.; d) Drinking fountains, $4,000.; and e) Lighting fixtures, electric service panel, controls and wiring for Tennis Courts lights, $100,000. Total cost of Contract Modification #1 is $122,660 and will make the total contract amount $315,660.

This contract will be completed on or before June 30, 1997.

This project will be charged to Appropriation Fund No. 939239-0130-6200-7100-S and is funded by the Maintenance Assessment District (Tennis Courts Lighting, $150,000. and Campus Safety Lighting, $50,000.), and the balance is funded by a Deferred Maintenance grant consisting of State Funds ($105,000) and a District match ($105,000).

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of Contract Modification #1, for $122,660 for Golden Bay Construction Company, for project: CCSF, Tennis Courts, located at the Phelan Campus, for a total contract cost not to exceed $315,660.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.: 939239-0130-6200-7100-S.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-B20
Authorization for Contract Modification #4, for $5,757.86, with
GT Construction, to cover the cost of Change Order #6, for
$11,601 and Change Order #7, a credit of $5,843.14, for the
Project: CCSF, Stadium Renovation, Press Box, located at
the Phelan Campus, for a total contract cost not to exceed
$1,039,321.75.

President and Members:

Resolution 960725-B21 authorized the District to contract with GT
Construction to build the project: CCSF, Stadium Renovation, Press Box, for a fee of
$761,150. This Contract Modification #4, in the amount of $5,757.86. is necessary to
cover the cost of: Change Order #6: ORS review changes and other minor
modifications and Change Order #7: Additional control joints, revisions to footings, and
other related work.

This Contract Modification #4 will bring the total cost of this contract to
$1,039,321.75. and will be charged to the Stadium Press Box Project Budget,
Appropriation Fund No.939243-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract
Modification #4, for $5,757.86, with GT Construction, to cover the cost of
Change Order #6, for $11,601 and Change Order #7, a credit of $5,843.14,
for the Project: CCSF, Stadium Renovation, Press Box, located at the
Phelan Campus, for a total contract cost not to exceed $1,039,321.75.

FURTHER BE IT RESOLVED: That the Chancellor, Chief
Operating Officer, and/or their designee are hereby authorized to execute
all documents necessary and to charge such work to the Stadium Press
Box Project Budget, Appropriation Fund No. 939243-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-B21
Authorization to receive bid from and award contract to the
firm of Nutek Construction, for the Project: CCSF, Energy
Efficient HVAC Retrofit Project, located on the Phelan and
John Adams Campus, for a cost not to exceed $141,300.

President and Members:

The District received qualified bid proposals from construction firms,
including MBE firms and the District wishes to contract with the lowest responsive bidder,
for the project: CCSF, Energy Efficient HVAC Retrofit Project, located on the Phelan and
John Adams Campus. The project consists of three energy conservation measures: programmable time clocks, variable frequency drives, and boiler replacement. This
contract will be completed on or before December 31, 1997.

This project will be charged to Appropriation Fund No. 929220-0130-6200-7100-S,
and is funded by the Master Lease Agreement. The District is optimistic to receive grants
from the State.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to receive bid from
and award contract to the firm of Nutek Construction, for the Project:
CCSF, Energy Efficient HVAC Retrofit Project, District wide, for a cost not to exceed $141,300.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating
Officer, and/or their Designee are hereby authorized to execute all
documents necessary and to charge such work to Appropriation No.: 929220-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-B22
Authorization for Contract Modification #1, for $2,500, with
Kaplan McLaughlin Diaz, for special services and advice to
provide the District with services for the Bond Issue Proposal,
for a total contract cost not to exceed $6,500.

President and Members:

Resolution 960829-B23 authorized the District to contract with Kaplan
McLaughlin Diaz to provide services for the Bond Issue proposal. Contract Modification
#1 is required because the District wishes to add additional work to the contract. This
additional scope of work includes: assisting the District with the Bond Issue proposal,
preparation of related documents, provide technical information for Bond Council Review
meetings, and assisting the District with subsequent campaign efforts. This modification
will bring the total contract amount to $6,500.

This contract will end on or about December 31, 1997.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of
Contract Modification #1, for $2,500, with Kaplan McLaughlin Diaz, for
special services and advice to provide the District with services for the Bond
Issue Proposal, for a total contract cost not to exceed $6,500.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating
Officer, and/or their designee are hereby authorized to execute all
documents necessary.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-B23
Authorization to receive bid from and award contract to the firm of Amtech Lighting, Amelco Electric for retrofitting services for the Project: CCSV, Energy Efficient Lighting Retrofit Project, located at Phelan, Alemany, John Adams and Downtown Campuses, for a cost not to exceed $1,135,515.45 $939,537.15

President and Members:

The District received qualified bid proposals from construction firms, including MBE firms and the District wishes to contract with the lowest responsive bidder, for the project: CCSV, Energy Efficient Lighting Retrofit Project, located at Phelan, Alemany, John Adams and Downtown Campuses. The project consists of retrofit or replacement of fluorescent lighting fixtures, replacement of incandescent and mercury vapor fixtures, and installation of lighting controls. This contract will be completed on or before December 31, 1997.

This project will be charged to Appropriation Fund No. 929220-0130-6200-7100-S and is funded by the Master Lease Agreement. The District is optimistic to receive grants from the State.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to receive bid from and award contract to the firm of Amtech Lighting, Amelco Electric for retrofitting services for the Project: CCSV, Energy Efficient Lighting Retrofit Project, located at Phelan, Alemany, John Adams and Downtown Campuses, for a cost not to exceed $1,135,515.45 $939,537.15

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designee are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.: 929220-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson

02/27/97 - B23 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-B24

Authorizing the approval of Contract Modification #1, for $10,000, with William H. Liskamm FAIA for Special Services and Advice to provide the District with various facilities planning services, for a total contract cost not to exceed $22,000 for the period July 1, 1996 through July 31, 1997.

President and Members:

The District’s initial contract with Mr. Liskamm was authorized by the Board of Trustees in July 1988 and expired in June 1989. Mr. Liskamm ran a Master Plan design competition for CCSF. The Board of Trustees adopted Resolution No. 920723-B7 authorizing a contract with Mr. Liskamm for the period 7/23/92 through 6/30/93, and a series of five board resolutions have kept Mr. Liskamm under contract with the District to the present day. This resolution will authorize Contract Modification #1 for $10,000 with Mr. Liskamm, which will bring the total contract amount to $22,000 and will extend the time period through June 30, 1997, billed at the hourly rate of $50/hr., maximum billing to be $2,000/mo.

The Special Services and Advice provided by Mr. Liskamm will include specific facilities planning services to the Chancellor and/or her designated representatives, with regard to the following projects and efforts: Space planning for the Student services Building; South Reservoir site planning and traffic studies analysis; Preparation of physical planning documents as required by various City agencies; Coordination of near-term facilities planning with the strategic master planning initiative; Support of the Office of Facilities Planning in the preparation of Initial and Final Project Proposals as required by the State Chancellor’s Office and other documents and studies to support the District’s requests for capital improvement funding; Preparation of data and studies for the District’s effort at placing a bond issue on the June 97 ballot; Coordination of Maintenance Assessment District projects; and other tasks as required by the Chancellor. Mr. Liskamm shall report directly to the Chancellor and/or her designated representatives concerning all phases of his involvement with projects identified in the contract.

This contract will be charged to Appropriation No.U-0130-5190-6600-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of Contract Modification #1, for $10,000, with William H. Liskamm FAIA for Special Services and Advice to provide the District with various facilities planning services, for a total contract cost not to exceed $22,000 for the period July 1, 1996 through July 31, 1997.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to Appropriation No. U-0130-5190-6600-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970227-B25  
Authorization to receive bid from and award contract to the firm of Ghilotti Brothers, the lowest responsive bidder, for construction services for the Project: CCSF, Balboa Reservoir Parking, for a cost not to exceed $222,855.

President and Members:

The District received qualified bid proposals from construction firms, including MBE firms and the District wishes to contract with the lowest responsive bidder, for the project: CCSF Balboa Reservoir, located at the Phelan Campus which includes construction of a ramp to allow vehicle passage from the North Reservoir over the berm into the South Reservoir, 300 additional parking spaces in the South Reservoir, and lighting for students safety.

This project is 50% funded by the Maintenance Assessment District and 50% funded by the District.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to receive bid from and award contract to the firm of Ghilotti Brothers, the lowest responsive bidder, for construction services for the Project: CCSF, Balboa Reservoir Parking, for a cost not to exceed $222,855.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to the Maintenance Assessment District restricted fund, Appropriation Fund No. 939244-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson  
Chancellor

Originator: Peter A. Goldstein  
Charles E. Jackson
Subject: Resolution No. 970227-B26
Authorizing the approval of Contract Modification #5, for $1,863, including Change Order #9, for $373.75 & Change Order #10, for $1,489.25, with Seto’s Construction Company, for project: CCSF, Smith Hall--Grill Alteration, for a total contract cost not to exceed $218,257.

President and Members:

Resolution 960523-B13 authorized the District to contract with Seto’s Construction Company for the project: CCSF, Smith Hall Grill Alteration, at a cost of $162,500. Contract Modifications #1 through #4 total $53,894. Contract Modifications #5 is needed to cover the cost of Change Order #9: Electrical receptacles for display case, $373.75.; Change Order #10: Modify refrigerator display case evaporators, modify stainless steel shelf for new cappuccino machine, replace serving counter glass, provide plumbing pipes and fittings from display cases to evaporators, $1,489.25.

This project is funded by a combination of State Deferred Maintenance funds ($20,000.), State Hazardous Materials funds ($80,000.), State Instructional Equipment Grant ($111,000.), and District funds ($71,500.). This Contract Modification #5 will bring the total contract for this project to $218,257.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of Contract Modification #5, for $1,863, including Change Order #9, for $373.75 & Change Order #10, for $1,489.25, with Seto’s Construction Company, for project: CCSF, Smith Hall--Grill Alteration, for a total contract cost not to exceed $218,257.

FURTHER BE IT RESOLVED: That the authorization be and is hereby given to the Chancellor, Chief Operating Officer, and/or their designee to execute the contracts on behalf of the District and to charge said contract to Appropriation No.939206-7138-5690-0500-C.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970227-B27  
Authorizing the approval of Contract Authorizing the approval  
of Contract Modification #4 with Swinerton and Walberg, Co.,  
for the Project: CCSF, Stadium Renovation, located at the  
Phelan Campus, to extend the contract period thru June 30,  
1997.

President and Members:

Resolution 960125-B9 authorized the District to contract with Swinerton &  
Walberg, Co. to provide construction management services for the project: CCSF,  
Stadium Renovation, for a fee of $293,000. This Contract Modification #4 is necessary to  
extend the contract thru June 30, 1997.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for authorizing the  
approval of Contract Modification #4 with Swinerton and Walberg, Co., for  
additional services for the Project: CCSF, Stadium Renovation, located at  
the Phelan Campus, to extend the contract period thru June 30, 1997.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating  
Officer, and/or their designee are hereby authorized to execute all  
documents necessary and to charge such work to the Maintenance  
Assessment District restricted fund, Appropriation Fund No. 939238-0130-  
6101-7100-S.

Recommended for Adoption:

Del M. Anderson  
Chancellor

Originator: Peter A. Goldstein  
Charles E. Jackson
Revised 2/25/97

Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227 - F1
Educational Administrator Temporary Appointment
City College of San Francisco

President and Members:

Resolution No. 970227-F1 covers the temporary appointment of Acting Dean, Matriculation/Assessment, vice Jean McTyre, who is on sabbatical leave for the Spring 1997 semester. Board of Trustees approval is required.

RESOLVED: That effective February 28, 1997 through June 30, 1997, **Nicholar Chang** be temporarily appointed as Acting Dean, Matriculation/Assessment (Office of Student Affairs), City College of San Francisco, vice Jean McTyre, who is on sabbatical leave from this position. Salary shall be in accordance with the 1996-97 Management Salary Schedule, Classification C, Dean II/Director.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-F2
Non-Educational Academic Administrator’s
Appointment, City College of San Francisco

President and Members:

Resolution No. 970227-F2 extends an interim non-educational administrative assignment for Interim Associate Director of Affirmative Action, San Francisco Community College District. This will be a temporary appointment and the position will be re-opened. All applicants will be eligible to apply for the position. Board of Trustees’ approval is required.

The following resolution is recommended for adoption:

RESOLVED: That effective beginning March 1, 1997, Linda R. Jackson’s appointment as Interim Associate Director of Affirmative Action be extended, to end on November 21, 1997, or upon the selection of a person to serve through the exempt administrator selection process, whichever occurs first. Salary shall be in accordance with the 1996-97 Management Salary Schedule, Classification B, Dean I/Associate Director.

Recommended for Adoption:

Del Anderson
Chancellor

Originator:
Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227 - F3
Resignation from an Academic Administrative Position

President and Members:

Resolution No. 970227 - F3 covers the resignation of an academic administrator.

RESOLVED: That the resignation of CHUI L. TSANG from his academic administrative position as Dean, School of Applied Sciences and Technology with the San Francisco Community College District be accepted effective March 1, 1997.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator:
Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-P1
Notice of Intention to Amend the San Francisco Community
College District Policy Manual Section PM 2.02 -
Administrative And Organizational Structure of the San
Francisco Community College District

President and Members:

On August 29, 1996, this section of the policy manual was amended to
reflect the fact that the next Affirmative Action Officer (Associate Director of Affirmative
Action) would be a full-time position, reporting to the General Counsel instead of the
Director of Human Resources. However, the position of the General Counsel has been
an exempt one from its creation in 1991/92. It appears that any administrative position
reporting to an exempt position should also be exempt. Thus, it is recommended that the
position of Associate Director of Affirmative Action be made exempt.

RESOLVED: That notice is hereby given that the following proposed
amendment to the San Francisco Community College District Policy Manual
Section PM 2.02 - Administrative And Organizational Structure of the San
Francisco Community College District (and/or revisions to such amendment
as directed by the Board) shall be acted upon at the next meeting of the
Board of Trustees on March 27, 1997. (NOTE: Additions or substitutions
are indicated by bold and italic and deletions are indicated by strikeout.)

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Ronald Lee
Honorable Board of Trustees of the San Francisco Community College District

Subject: Resolution No. 970227-P2
Notice of Intention to Amend the San Francisco Community College District Policy Manual Section PM 2.02 - Administrative and Organizational Structure of the San Francisco Community College District

President and Members:

Currently, the Dean of the School of Applied Science and Technology has oversight responsibilities over the Evans Campus itself. This position will soon be vacated with the resignation of the current incumbent. Since the Dean of the Southeast Campus is located close by the Evans Campus, it is the administrative recommendation to move the responsibilities of oversight of the Evans Campus to the Dean of the Southeast Campus, thereby freeing up time for the new Dean to concentrate more on the development of vocational programs and applied science and technology. The recommended title changes will reflect these changes in duties in both positions.

San Francisco Community College District Policy Manual Section 1.05 D reads in part as follows: "Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting . . . ."

RESOLVED: That notice is hereby given that the following proposed amendments to the San Francisco Community College District Policy Manual Section PM 2.02 - Administrative and Organization Structure of the San Francisco Community College District, and/or revisions to such amendments as directed by the Board shall be acted upon at the next meeting of the Board of Trustees on March 27, 1997. (NOTE: The new proposed structure is labeled exhibit A; the current structure is labeled exhibit B. Additions or substitutions are indicated by italic and underline, deletions are indicated by strikeout.)

Recommended for Adoption:

Del M. Anderson, Chancellor

Originator: Ronald Lee
Tabled from January 23, 1997 Board Meeting

Honorables Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-S1
Authorizing that the student trustee starting June 1, 1997 be 1) elected by a college wide election of students Spring 1997 2) compensated at $350 per month, along with a $1000 travel allowance 3) asked for their advisory vote before the board votes on each resolution with that vote being recorded in the minutes.

President and Members:

In December of 1993, the Board passed resolution S6 authorizing the seating of the Student Trustee as selected by the Associated Students Student Trustee Selection Committee beginning with the January 1994 regular Board meeting. In November 1995 the voters changed the Charter of the City and County of San Francisco. The change effected the composition of the members of the Board of Trustees so that the California Ed Code relating to Student Trustees became applicable to the SFCCD Board, effective July 1, 1996. Ed Code 72023.5 states that the student trustee...shall be chosen, and shall be recalled, by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. Interpretation of this law is that student trustee members are required to be selected in an election by a majority or plurality of all community college students enrolled in the district.

Ed Code 72023.5 also states that the student trustee may do any of the following at the discretion of the governing board: make and second motions; attend closed session, other than closed sessions on personnel matters or collective bargaining matters; and receive compensation up to the amount that other Board members are paid. In this resolution, we are asking for a raise in the Student Trustee’s stipend from $260 per month to $350 per month.

The Associated Students Executive Board comprised of 2 representatives from 7 campuses unanimously support the college wide election of the student trustee. Further, with the strong mandate that such an election would demonstrate, the AS Executive Board feels it is imperative that the Student Trustee be asked for their advisory vote before the board votes on each resolution and that this advisory vote be recorded in the minutes.
Resolution No.931216-S6 authorizes the student trustee to be seated as selected by the Associated Student Trustee Selection Committee beginning January 1994 and Resolution No.960523.S8 authorizes compensation of up to $3,500 a year; both will be suspended by this resolution and should therefore be rescinded.

The following resolution is recommended for adoption:

RESOLVED: That beginning June 1, 1997, the student trustee be seated who has been elected by a majority or plurality of a college wide election held in accordance with the attached “CCSF Guidelines for Student Trustee Election and Recall”. (SEE ATTACHMENT A.)

AND FURTHER BE IT RESOLVED: That starting June 1, 1997, the student trustee shall be compensated a stipend of $350 per month and receive travel reimbursement and conference expenses up to $1,000 a year.

AND FURTHER BE IT RESOLVED: That beginning June 1, 1997, the student trustee shall be asked for his/her advisory vote before the board votes on each resolution and that this advisory vote will be recorded in the minutes. Resolution No.931216-S6 authorizes the student trustee to be seated as selected by the Associated Student Trustee Selection Committee beginning January 1994 and Resolution No.960523.S8 authorizes compensation of up to $3,500 a year; both will be suspended by this resolution and should therefore be rescinded.

Recommended for adoption:

Del M. Anderson
Chancellor

Originators: Chancellor Del M. Anderson
Guidelines for Student Trustee Election and Recall
City College of San Francisco

ATTACHMENT A

I. Description of the Student Trustee

California Education Code provides for the inclusion of a student as a non-voting member of the Board of Trustees. Term of office for the Student Trustee is from June 1 of the first year though May 31 of the following year.

II. A candidate running for Student Trustee must meet the following qualifications:

A. Resident of California.
B. Completion of two semesters in the SFCCD.
C. Current enrollment in five credit semester units or, ten hours of non-credit classes and to be maintained throughout their term.
D. Good academic standing with a cumulative GPA of 2.0.

III. A candidate running for Student Trustee is encouraged to have the following qualifications:

A. Not holding any position in the student government of another college.
B. Not holding a position on the council of any one campus of CCSF.
C. Ability to communicate successfully facts and ideas of some complexity in both writing and public speaking.
D. Ability to identify problems and to take initiative in solving them.
E. Commitment to and sensitivity in working with administration, staff, and students as well as community groups of diverse academic, socioeconomic, cultural, sexual orientation, diversity and ethnic backgrounds.
F. Cannot hold the office of Student Trustee for more than 2 elected years.

IV. Duties of the Student Trustee

A. Act as a representative of the Associated Students of CCSF.
B. Attend all meetings of the Executive Board of the Associated Students of CCSF and chair the meetings if selected to do so by the Executive Board.
   Give regular Student Trustee Reports at these meetings.
C. Attend all Agenda Review meetings of the CCSF Board of Trustees.
D. Attend all regularly scheduled meetings of the CCSF Board of Trustees.
E. Report at the Phelan Campus Student Council meetings twice per month.
F. Report at other CCSF Campus Student Councils as invited.
G. Meet with the Chancellor of CCSF twice per month.
H. Keep regular, posted office hours. (Office space at the Phelan Campus is available for this purpose.)
I. Present and distribute to AS Councils at all the campuses as well as to the AS Executive Board once a month an unbiased written report covering all issues of relevance to students discussed at Board meetings. This report should also be sent to Up and Coming and The Guardsman.
J. Contribute to a binder containing the handouts of each Board meeting, to be kept in the Student Union.
K. Attend CCCT Student Leadership Conference and Training.
L. Brief the incoming Student Trustee during the month of May.

V. The Student Trustee Election

A. The student trustee shall be elected each Spring in a college-wide election to be held sometime in the last two weeks of April.
B. The election will be organized by a sub-committee of the AS Executive Board working with the Office of Student Activities. The committee must develop/update specific election campaign guidelines including rules regarding endorsements, posting and distribution of literature, campaigning, expenditures, etc.
C. Election polling places will be held for at least two days at campuses where there are active AS Councils including: Phelan, John Adams, Downtown, Chinatown/North Beach, Southeast, Mission, Evans. Other sites and campuses will be told about these polling places. The AS Councils at each campus will be responsible for funding any necessary poll workers.
D. Candidates must submit written applications to run for office at least two weeks before the election, submitted to the Office of Student Activities where qualifications will be verified. Applications will include a 100 word statement about why he/she is running which will be printed on the ballot.
E. Candidate nights at participating campuses will be organized through the Executive Board.

VI. Filling a vacancy in the office of Student Trustee:

A. In the event of a vacancy, the following will occur:
   1. The AS Executive Board will select a replacement.
   2. The student trustee opening will be posted at all campuses for at least 2 weeks, stating a clear application deadline.
   3. Interested candidates must submit written applications to the Office of Student Activities where qualifications will be verified. Applications will include a 100 word statement about why he/she is interested in the position.
4. The qualified candidates will appear before AS Executive Board to address any questions that the Executive Board may have.
5. The winning candidate must be selected by a 2/3 vote.
6. Quorum for the selection will be 9 students with no more than 2 representatives per campus.
7. The winning candidate shall complete the term of office vacated by the predecessor.

VII. Recall of the Student Trustee
A. The Student Trustee may be recalled by a petition signed by 2% of the student population from each campus from at least 5 campuses.
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970227-S2
Expressing gratitude and appreciation to Gretchen Hart Schubeck for her service as a student and part-time employee of the San Francisco Community College District

President and Members:

WHEREAS: Gretchen Hart Schubeck served as an Associated Students Senator during the 1993-94 Academic Year; and

WHEREAS: Gretchen Hart Schubeck raised the District’s consciousness around recycling and was the co-founder of the CCSF Recycling Program and a volunteer recycling coordinator for 3 years; and

WHEREAS: Gretchen Hart Schubeck co-authored the SFCCD Environmental Policy; and

WHEREAS: Gretchen Hart Schubeck was a co-founder of the CCSF Women’s Resource Center as it is presently constituted and served ably and with distinction as a student on various City College shared-governance committees; and

WHEREAS: Gretchen Hart Schubeck became the first person by CCSF hired as a recycling coordinator in May of 1995; and

WHEREAS: Gretchen Hart Schubeck has announced that she plans to leave the college to devote more time to her studies at San Francisco State;
THEREFORE BE IT RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby expresses its gratitude and appreciation to Gretchen Hart Schubeck for her dedicated service as a student and employee of the San Francisco Community College District.

Recommended for adoption:

Del M. Anderson
Chancellor

Originators:

Trustee Natalie Berg
Trustee Rodel Rodis
Trustee Lawrence Wong
AMENDED 3/24/97

Regular Meeting of the

Board of Trustees of the San Francisco Community College District

City College of San Francisco
33 Gough Street, San Francisco
Thursday, March 27, 1997
Open Session - 6:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Approval of minutes

Regular Meeting December 19, 1996
Regular Meeting January 23, 1997

IV. Special Presentation
   A. Update on Administrative Computing
      Peter Goldstein, Frank Vaskelis and Mamie How
   B. Update on Implementation of Ed Tech Plan
      Robert Gabriner and Mamie How

V. Appointment of members and chairpersons by Board
   President to the following committees of the Board of
   Trustees

   1. Education
   2. Personnel
   3. Finance/Audits
   4. Legislation
   5. Facilities and Planning
   6. Strategic Planning
   7. Business Advisory

VI. Report from Academic Senate

VII. Report from Associated Students Council

VIII. Report from Classified Senate
IX. Board of Trustees' Reports

X. Chancellor's Report

XI. Adoption of Resolutions Agenda

XII. Action on Resolutions Agenda Items

Finance  (Pages 1-40)

B1 - Authorization to 1) apply for funding from the Miriam and Peter Haas Early Childhood Fund 2) to appropriate all funds received for educational materials and equipment for the Child Development Program for the period of January 1, 1997 through December 31, 1997, City College of San Francisco Child Development and Family Studies Department, $16,250.

B2 - Authorization to amend Resolution No. 960829-B8 and appropriate funds from the San Francisco Mayor's Office of Community Development (MOCD) to provide technical assistance and workforce development services to small and medium sized apparel factories for the period February 1, 1997 through January 31, 1998, City College of San Francisco from $185,020 to $140,000, and to decrease the expenditure budget to $140,000.

B3 - Authorization to 1) contract with, and 2) appropriate funds from San Francisco Airport Commission to provide up to 144 hours of instruction, up to 20 hours for project management, up to 144 hours for facility usage, up to $4,400 for materials, March 1, 1997 through December 31, 1997, City College of San Francisco, $30,880

B4 - Authorization to 1) contract with, and 2) appropriate funds from China Eastern Airlines and Guangzhou Aircraft Maintenance Engineering Company (GAMECO) to provide two classes of Airframe and Powerplant (A&P) Skills Enhancement and FAA Test Preparation Course to Chinese national mechanics in Shanghai and Guangzhou, People's Republic of China (PRC) April 1, 1997 through March 31, 1998 City College of San Francisco, up to $225,880

B5 - Authorization to 1) contract with and 2) appropriate funds from the Mayor's Office of Housing (MOH), to provide up to 315 hours of instruction, up to 75 hours for project management, up to 315 hours of facility usage, up to $11,140 for textbooks, and up to $2,700 for equipment for DHS Lead
Training March 1, 1997 through April 30, 1998, City College of San Francisco, up to $67,015

B6 - Extending a contract with Telecom Services Limited (TSL), to provide telecommunications auditing services for City College of San Francisco on a contingency basis with 50% of any monies recovered from overbillings for wrongful charges going to City College of San Francisco and 50% going to TSL; audit and recovery period to continue through December, 1998.

B7 - Authorization for Contract Modification #1, for $6,676.29, with Seto’s Construction, to cover the cost of Change Order #1, for $6,676.29, for the Project: CCSF, Elevator Project, located at the Evans Campus, for a total contract cost not to exceed $170,979.29.

B8 - Accepting the ending balances of approximately 140 Co-Curricular Accommodation Accounts as of June 30, 1997 into the District General Fund-- Miscellaneous Income to be added to the appropriate District organizations as other Revenues, total amount to be approximately $250,000.

B9 - Authorization to contract with Gordon Chong & Partners for special services and advice related to the acquisition of property for a permanent Chinatown/North Beach Campus from March 1, 1997 to June 30, 1997 at a total cost not to exceed $35,000.

B10 - Authorization to contract with Farella, Braun, and Martel $2,750 for mediation services related to a billing dispute with Swinerton & Walberg over the cost of project management services.

B11 - Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Mayor’s Office of Community Development/Mission Armory Foundation, Economic Development Strategy Funds to develop the City College of San Francisco/Bay Area Video Coalition Multimedia Training Program for the Mission District with the involvement of the School of Liberal Arts, Interdisciplinary Studies Department (IDST)-(Multimedia Certificate Program) and the Mission Campus for the period of July 1997 to June 1998 in the amount not to exceed $572,522.

B12 - Authorization to (1) submit a renewal for a grant and (2) appropriate all funds upon approval by the California State Chancellor’s Office, Economic Development to renew the Regional Environmental Business Resource and Assistance Center (REBRAC) to assist businesses with new
environmental technologies and energy conservation with the involvement of the Engineering & Technology department/Environmental Technology program and School of Business for the period of July 1, 1997 - June 30, 1998 in the amount not to exceed $100,000.

B13 - Authorization to contract with Ardis Breslauer to provide research for a planning task force on ESL and Transitional Studies for the period April 1, 1997 to June 30, 1997 in the amount not to exceed $10,000.

B14 - Approval of a contract for special services and advice for Jayne Hillman, an independent contractor, to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC) and to develop and prepare materials for small business training workshops, during the period between April 1, 1997 and December 31, 1997, at a cost not to exceed $5,000.00.

B15 - Adoption of Nonresident Tuition Fee Rate in Grades 13 and 14 for the Fiscal Year 1997-98

B16 - Authorization for Contract Modification #5, for $15,318.05, with B&B Concrete Construction, to cover the cost of Change Order #6, for $15,318.05, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $2,993,808.65.

B17 - Authorization for Contract Modification #3, for $750., with KYJ Associates, Inc., to cover the cost of additional services, for the Project: CCSF, Auto Shop Ventilation, located at the Evans Campus, for a total contract cost not to exceed $15,200.

B18 - Authorizing contract with the Coastline Community College, for a Telecourse license agreement for the cable rights to two Telecourses to be offered during the Fall, 1997 semester, at a cost of $1500 for the license fees and $20 per student royalty paid to the vendor by City College of San Francisco.

B19 - Authorizing contract with the Jones Education Media, for a Telecourse license agreement for the cable rights to one Telecourse to be offered during the Fall, 1997 semester, at a cost of $595 for the license fees and $20 per student royalty paid to the vendor by City College of San Francisco.

B20 - Authorizing contract with the Adult Learning Service of Public Broadcasting Service, for a Telecourse license agreement for the cable rights to Thirteen courses to be offered during Fall, 1997 semester, at a
cost of $6,500 for the license fees and $20 per student royalty paid to the vendor by City College of San Francisco.

B21 - Authorization for approval to award contract to the firm of Keller Mitchell and Company, a WBE/LBE firm, for architectural and geo technical services for the Project: John Adams Landscaping, located at the John Adams Campus, for a cost not to exceed $15,000.

B22 - Authorization for the Final Contract Modification #5, for $50,000, with Swinerton & Walberg Co., for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $464,012.

Equipment, Supplies & Services (Pages 41-50)

C1 - Procurement of equipment, supplies, services, etc., less than $3,000

C2 - Procurement of equipment, supplies, services, etc., $3,000 or more

C3 - Acceptance of Gifts

C3a - Amended Acceptance of Gifts

Human Resources (Pages 51-94)

F1 - Academic Educational Administrator Temporary Appointment City College of San Francisco

F2 - Appointment of a Academic Non-Educational Administrator City College of San Francisco

F3 - Appointment of an Academic Administrator City College of San Francisco

G1-G10 - Academic Employees, Credit Program, District Funded

H1-H2 - Academic Employees, Credit Program, Categorically Funded

J1-J5 - Academic Employees, Non-Credit Programs, Categorically Funded

K1-K3 - Academic Employees, Non-Credit Programs, District Funded

N1-N2 - Academic Employees Community Service Classes
Policy (pages 95-101)

P1 - Amending the San Francisco Community College District Policy Manual Section PM 2.02 - Administrative and Organizational Structure of the San Francisco Community College District

P2 - Amending the San Francisco Community College District Policy Manual Section PM 2.02 - Administrative and Organizational Structure of the San Francisco Community College District

P3 - Notice of Intention to Amend the San Francisco Community College District Policy Manual Section 1.16 - Domestic Partners.

Special (Pages 102-167)

S1 - Adoption of the Instructional Calendar for the Credit and Non-Credit Divisions for the Summer Term 1997

S2 - Recognition of Service and Commendation for Dr. Natalie Berg for 30 years of distinguished service as a member of the San Francisco Community College Family.

S3 - Ending the effect of Resolution 890727-S5 regarding contact with the government of the People’s Republic of China and Setting objectives for global programs.

S4 - Adoption of CCSF Information Technology Plan

S5 - Authorizing that the student trustee starting June 1, 1997 be 1) elected by a college wide election of students Spring 1997  2) compensated at $350 per month, along with a $1000 travel allowance  3) asked for their advisory vote before the board votes on each resolution with that vote being recorded in the minutes.

S6 - Presenting the Initial Proposals of the United Public Employees, Local 790, and of the San Francisco Community College District for a Successor Collective Bargaining Agreement, and placing a special order of business on the agenda for a public Board of Trustees meeting in April 1997 for public response to the initial proposals.
Building and Grounds  (page 168)

W1  -  Acceptance of and Authorization to enter into a representation agreement with Barton C. Miller, Commercial Real Estate, 101 Alta, #202, San Francisco, California, at no direct cost to the district.

Informational Reports - No Action Necessary  (Page 169)

XIII. Requests to Speak

XIV. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: April 24, 1997
    John Adams Campus
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B1
Authorization to 1) apply for funding from the Miriam and Peter Haas Early Childhood Fund 2) to appropriate all funds received for educational materials and equipment for the Child Development Program for the period of January 1, 1997 through December 31, 1997, City College of San Francisco Child Development and Family Studies Department, $16,250.

President and Members:

The Miriam & Peter Haas Early Childhood Fund has informed the Child Development and Family Studies Department that it will receive $16,250 on behalf of the Child Development and Family Studies Department for purchase of education materials and equipment.

No District matching funds are required.

Expenditures

1) Educational materials and equipment $16,250

Total $16,250

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee, are hereby authorized to accept $16,250 from the Miriam & Peter Haas Early Childhood programs, on behalf of the Child Development and Family Studies Department for Educational materials and equipment, for the period January 1, 1997 through December 31, 1997.

FURTHER BE IT RESOLVED: That upon approval by the California State Department of Education, the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record the appropriated funds in the accounts of the SFCCD and to submit any and all reports to the California Department of Education, Child Development Division.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Sandra Handler

03/27/97 - B1 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B2
Authorization to amend Resolution No. 960829-B8 and appropriate funds from the San Francisco Mayor's Office of Community Development (MOCD) to provide technical assistance and workforce development services to small and medium sized apparel factories for the period February 1, 1997 through January 31, 1998, City College of San Francisco from $185,020 to $140,000, and to decrease the expenditure budget to $140,000.

President and Members:

On August 29, 1996 the Board of Trustees approved Resolution No. 960829-B8 to submit an application and appropriate funds from the San Francisco Mayor's Office of Community Development (MOCD) under the Community Development Block Grant Program (CDBG) for 1997 to provide technical assistance and workforce development services to small and medium sized apparel factories for the period February 1, 1997 through January 31, 1998.

Following the Board's approval of Resolution No. 960829-B8, MOCD notified the District that it had awarded Garment 2000, School of Applied Science and Technology the amount of $140,000 for this project.

The following resolution is recommended for adoption:

RESOLVED: That Resolution No. 960829-B8 be amended to authorize the appropriation of funds from the San Francisco Mayor's Office of Community Development (MOCD) to provide technical assistance and workforce development services to small and medium sized apparel factories for the period February 1, 1997 through January 31, 1998, City College of San Francisco in the amount of $140,000, decreased from $185,020, and to decrease the expenditure budget to $140,000.

FURTHER BE IT RESOLVED: That upon approval by the San Francisco Mayor's Office of Community Development (MOCD) with the condition that the terms of the contract are not significantly amended and remain in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriations are made in the General Fund, Part
B - Restricted to cover the following project for the period February 1, 1997 through January 31, 1998.

**Income From MOCD:**

San Francisco Mayor's Office of Community Development $140,000

**Expenditures:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificated Salaries</td>
<td>$85,777</td>
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<tr>
<td>Classified Salaries</td>
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<td>Employee Benefits</td>
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<tr>
<td>Supplies</td>
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<tr>
<td>Consultant Services</td>
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<tr>
<td>Travel</td>
<td>1,750</td>
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<tr>
<td>Indirect Costs</td>
<td>10,370</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$140,000</td>
</tr>
</tbody>
</table>

In addition to the income from MOCD, the sources of funding which follows are to be used in support of this project of Garment 2000. No unrestricted, general funds of the District are required.

**Matching Funds:**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Levi Strauss Foundation</td>
<td>$40,000</td>
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<tr>
<td>California Wellness Foundation</td>
<td>30,000</td>
</tr>
<tr>
<td>Calif. Community Colleges/Econ Dev</td>
<td>150,000</td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating Officer are hereby authorized to execute all documents necessary to record this budget on the accounts of the SFCCD and to submit any and all reports required by the San Francisco Mayor's Office of Community Development in the administration of said program.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Frances Lee
Honorable Governing Board of the  
San Francisco Community College District

Subject: Resolution No. 970327-B3  
Authorization to 1) contract with, and 2) appropriate funds from San Francisco Airport Commission to provide up to 144 hours of instruction, up to 20 hours for project management, up to 144 hours for facility usage, up to $4,400 for materials, March 1, 1997 through December 31, 1997, City College of San Francisco, $30,880

President and Members:

The San Francisco Airport Commision (SFAC) has requested City College of San Francisco to provide up to 144 hours of instruction at $150 an hour, up to 20 hours for project management at $100 an hour, up to 144 hours for facility usage at $20 an hour, and up to $4,400 for materials for two forty Hour Hazardous Waste Classes, two twenty-four hour Hazwoper Classes and a Refresher Training class for each of these two classes.

No district match is required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute a contract on behalf of City College of San Francisco with the San Francisco Airport Commission to provide up to 144 hours of instruction, up to 20 hours for project management, up to 144 hours for facility usage, up to $4,400 for materials, March 1, 1997 through December 31, 1997, City College of San Francisco, $30,880

FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made to the General Fund, Part B – Restricted to cover the following project for the period March 1, 1997 through December 31, 1997.
Local Income

San Francisco Airport Commission $30,880

Expenditures

Instruction $21,600
Project Management 2,000
Facility Usage 2,880
Materials 4,400

Total $30,880

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by the San Francisco Airport Commission in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Judy Teng
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 970327-B4
Authorization to 1) contract with, and 2) appropriate funds from China Eastern Airlines and Guangzhou Aircraft Maintenance Engineering Company (GAMECO) to provide two classes of Airframe and Powerplant (A&P) Skills Enhancement and FAA Test Preparation Course to mechanics in Shanghai and Guangzhou, People's Republic of China (PRC) April 1, 1997 through March 31, 1998, City College of San Francisco, up to $225,880.

President and Members:

On January 25, 1996, the Board of Trustees adopted Resolution 960126-B6 authorizing City College of San Francisco through the Office of Contract Education to conduct the Skills Enhancement and FAA licensing test preparation class in Shanghai, PRC for twenty aircraft mechanics. The project was completed in August, 1996. All twenty students passed the FAA basic licensing tests.

Guangzhou Aircraft Maintenance Engineering Company (GAMECO) is a joint venture company consisting of China Southern Airlines (CSA), Lockheed Martin of the United States and Hutchinson China Trade Holdings Ltd. of Hong Kong. GAMECO is an FAA approved licensed aircraft maintenance and repair facility and one of its primary goals is to provide CSA aircraft maintenance functions. CSA is the newest airline to begin transpacific flights from PRC to four cities in the United States.

GAMECO has requested City College of San Francisco to provide Airframe and Powerplant (A&P) Skills Enhancement and FAA Test Preparation Course to twenty (20) mechanics in Guangzhou. These twenty (20) mechanics will be in charge of the transpacific maintenance operations. Assessment is scheduled to begin in April, 1997 and training will begin in June, 1997.

China Eastern Airlines has also requested City College of San Francisco to provide ten (10) training slots to its Airframe and Powerplant (A&P) mechanics. The cost for each training slot is $6,700. The Office of Contract Education will continue to contract with other airlines for the additional 10 training slots to make up a class of twenty (20) in Shanghai. Assessment is scheduled to begin in April, 1997 and training will begin in June 1997.
United Airlines will continue its support in providing air transportation for CCSF’s faculty, staff and the training equipment. The Office of Contract Education intends to create two full-time students internship positions which will be filled by program graduates from the Aeronautics program to assist the instructors in Shanghai and Guangzhou PRC.

No District match is required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute two contracts on behalf of City College of San Francisco, one with China Eastern Airlines, and the second with GAMECO to provide Airframe and Powerplant (A&P) Skills Enhancement and FAA Test Preparation Course to mechanics in Shanghai and Guangzhou , (PRC) April 1, 1997 through March 30, 1998, City College of San Francisco, up to $225,880.

FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made to the General Fund, Part B – Restricted to cover the following project for the period April 1, 1997 through March 30, 1998.

Local Income

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>China Eastern Airlines</td>
<td>$67,000</td>
</tr>
<tr>
<td>Guangzhou Aircraft MAintenance Engineering Company</td>
<td>$158,880</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$225,880</strong></td>
</tr>
</tbody>
</table>
Expenditures

China Eastern Airlines

Airframe and Powerplant
Mechanics Skills Enhancement and FAA Test Preparation Course $67,000

GAMECO

Needs Assessment $27,520
On-site Skills Enhancement Training $86,900
FAA Test Preparation Training $20,940
FAA Testing $23,520

Total $225,880

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by China Eastern Airlines and GAMECO in the administration of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Judy Teng
Honorable Governing Board of the  
San Francisco Community College District

Subject: Resolution No.970327-B5

Authorization to 1) contract with and 2) appropriate funds from the Mayor's Office of Housing (MOH), to provide up to 315 hours of instruction, up to 75 hours for project management, up to 315 hours of facility usage, up to $11,140 for textbooks, and up to $2,700 for equipment for DHS Lead Training March 1, 1997 through April 30, 1998, City College of San Francisco, up to $67,015.

President and Members:

The Mayor's Office of Housing (MOH) has requested City College of San Francisco to provide the following:  
(a) DHS Lead Supervisor Training - one class in Chinese and one class in English  
(b) Department of Health SRWC Lead Worker Training - two classes in Chinese, one class in English, one class in Spanish  
(c) Lead Awareness Training two classes in Chinese, two classes in English, one class in Spanish  
(d) DHS Lead Refresher Supervisor/Worker Certification Training one class in English  
(e) Primary Prevention Training - one class in Chinese, one class in English and one class in Spanish.

The District will charge the MOH up to 315 hours of instruction at $125 per hour, up to 75 hours of project management at $100 per hour, up to 315 hours of facility usage at $20 per hour, up to $11,140 for textbooks, up to $2,700 for equipment.

No district match is required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute a contract on behalf of City College of San Francisco with the Mayor's Office of Housing to provide up to 315 hours of instruction, up to 75 hours for project management, up to 315 hours of facility usage, up to $11,140 for textbooks, up to $2,700 for equipment for DHS Lead Training March 1, 1997 through April 30, 1998, City College of San Francisco, up to $67,015.

FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made to the General Fund, Part B – Restricted to cover the following project for the period March 1, 1997 through April 30, 1998.
Local Income

Mayor's Office of Housing $67,015

Expenditures

Instruction $39,375
Project Management 7,500
Facility Usage 6,300
Textbooks 11,140
Equipment 2,700

Total $67,015

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by the Mayor's Office of Housing in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Judy Teng
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B6
Extending a contract with Telecom Services Limited (TSL), to provide telecommunications auditing services for City College of San Francisco on a contingency basis with 50% of any monies recovered from overbillings for wrongful charges going to City College of San Francisco and 50% going to TSL; audit and recovery period to continue through December, 1998.

President and Members:

By Board Resolutions No. 930923-B10 and No. 950330-B20, the District contracted with Communications Sales Dynamic (CSD) and then with Telecom Services Limited (the assignee of CSD) and accepted funds recovered in telecommunications auditing with 50% of the recovered funds going to TSL as a commission. This auditing process has been very beneficial for the District and TSL has been helpful in identifying areas of overbilling and overpayment that District personnel would never have been able to identify because of the complex and changing nature of regulations on telecommunication tariffs and laws. Since August of 1994, the District has received $256,841.92 as a direct result of these audits, with 50% going to TSL.

The following resolution is recommended for adoption:

WHEREAS: TSL has provided telecommunication auditing services for the District that has led to the recovery of $256,841.92 in overpayments to PAC Bell with 50% of those funds recovered going to TSL as a commission, and

WHEREAS: TSL would like to continue its audit of District telecommunication bills with the same contractual arrangement we currently have,

THEREFORE BE IT RESOLVED: That District administration be authorized to extend a contract with Telecom Services Limited (TSL), to provide telecommunications auditing services for City College of San Francisco on a contingency basis with 50% of any monies recovered from overbillings or wrongful charges going to City College of San Francisco and 50% going to TSL; audit and recovery period to continue through December, 1998, and,
FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating Officer are hereby authorized to execute all documents necessary to accept these and future funds and process payments.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Stephen J. Herman
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970327-B7  
Authorization for Contract Modification #1, for $6,676.29, with Seto’s Construction, to cover the cost of Change Order #1, for $6,676.29, for the Project: CCSF, Elevator Project, located at the Evans Campus, for a total contract cost not to exceed $170,979.29.

President and Members:

Resolution 940825-B23 authorized the District to appropriate funds received through the San Francisco Mayor’s Office of Community Development (MOCD) for the Community Development Block Grant Program (CDBG) for an elevator addition at the 1400 Evans Avenue location. MOCD is providing $105,000. Resolution 960725-B23 authorized the district to contract with Seto’s Construction the lowest responsive bidder to build the project: CCSF, Elevator Project, for a fee of $164,303. This Contract Modification #1, in the amount of $6,676.29, is necessary to cover the cost of: Change Order #1: Modify electrical light fixtures and conduits due to unforeseen existing conditions, modify exterior wall flashings, perform additional drilling work through rock bed for elevator installation, removal of hazardous debris materials, and other related work.

This Contract Modification #1 will bring the total cost of this contract to $170,979.29. and will be charged to the Elevator Project Budget, Appropriation Fund No.939225-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract Modification #1, for $6,676.29, with Seto’s Construction, to cover the cost of Change Order #1, for $6,676.29, for the Project: CCSF, Elevator Project, located at the Evans Campus, for a total contract cost not to exceed $170,979.29.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to the Elevator Project Budget, Appropriation Fund No. 939225-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson  
Chancellor

Originator: Peter A. Goldstein  
Charles E. Jackson

03/27/97 - B7 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B8
Accepting the ending balances of approximately 140 Co-curricular Accommodation Accounts as of June 30, 1997 into the District General Fund - Miscellaneous Income to be added to the appropriate District organizations as other Revenues, total amount to be approximately $250,000

President and Members:

In May of 1996, District Administration reviewed the use of Co-curricular Accommodation accounts. These accounts have developed over the years as a way for departments to raise funds in order to augment their District allocations for supplies and other needed items and services. The review revealed that in raising these funds, departments were using District resources such as staff time, District facilities or the use of the District’s name. Through a series of meetings with Department chairs and College Council, the administration discussed the need to properly classify revenues raised using District resources and determined that revenues such as these should be recognized as District revenues and not as agency funds for which the District acts as fiscal agent.

District Administration is in the process of restructuring the chart of accounts and will reclassify those funds raised using District resources into the General Fund-Unrestricted as of July 1, 1997, using the ending balances of those affected Co-curricular Accommodation Accounts as June 30, 1997. It is understood that these funds will be allocated to the departments/organizations responsible for raising them and that the unspent balances of these special revenues raised by departments/organization shall be rolled forward from one fiscal year to another.

The following resolution is recommended for adoption:

WHEREAS: A review of the Co-curricular Accommodation Accounts which have been used in the past by District departments and organizations to raise funds in order to augment their District budgets revealed that the vast majority of funds raised were raised using District resources including staff time, District facilities or the use of the District’s name, and
WHEREAS: The District’s Banner Finance Accounting system provides a means to track these revenues and roll them from year to year.

THEREFORE BE IT RESOLVED: That the Chief Financial Officer and/or his designee is hereby authorized to accept the ending balances of approximately 140 Co-curricular Accommodation Accounts as of June 30, 1997, into the District General Fund-Unrestricted -- Miscellaneous Income to be added to the appropriate District organizations as other Revenues, total amount to be approximately $250,000.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Stephen J. Herman
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B9
Authorization to contract with Gordon Chong & Partners for special services and advice related to the acquisition of property for a permanent Chinatown/North Beach Campus from March 1, 1997 to June 30, 1997 at a total cost not to exceed $35,000

President and Members:

On June 3rd, 1997, the San Francisco Community College District and the San Francisco Unified School District will jointly seek the approval of a $140 million general obligation bond issue. This proposed bond issue includes $10 million for the acquisition of sites for permanent campuses for the Mission and Chinatown/North Beach neighborhoods. The District has already identified a potential site for a permanent Chinatown/North Beach Campus at 1 Columbus Avenue. Consequently it is necessary for the District to review several issues related to this site, including potential environmental concerns, the appropriate procedure for California Environmental Quality Act (CEQA) compliance, and traffic impact. In addition, it is critical for the District to know what that estimated construction cost would be for a new campus on the proposed site. The Chief Operating Officer has recommended the selection of Gordon Chong & Partners, an MBE/LBE architectural firm to provide these answers. This recommendation is in compliance with Government Code Section 53060.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District contract with Gordon Chong & Partners for special services and advice related to the acquisition of property for a permanent Chinatown/North Beach Campus from March 1, 1997 to June 30, 1997 at a total cost not to exceed $35,000

FURTHER BE IT RESOLVED: That the Board of Trustees declares these expenses to the extent permitted by law, shall be
reimbursable from the proceeds of a general obligation bond issue to be presented to San Francisco voters in June 1997, and

FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating Officer are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Recommended for adoption:
Del M. Anderson
Chancellor

Originator: Peter Goldstein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B10
Authorization to pay Farella, Braun, and Martel $2,750 for one-half of the cost of mediation services related to a billing dispute with Swinerton & Walberg over the cost of project management services

President and Members:

In January 1996, the Board of Trustees adopted resolution 960125-B9 authorizing a contract with Swinerton & Walberg for up to $293,000 to pay for project management services for the stadium renovation project. The District was involved in a protracted dispute with Swinerton & Walberg over the cost of these services. The Chief Operating Officer agreed to enter into non-binding mediation with the firm of Farella, Braun, and Martel in an attempt to resolve this dispute. The total cost of these services was $5,500, half of which was paid by Swinerton & Walberg. The mediation occurred on March 11, 1997.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District pay Farella, Braun, and Martel $2,750 for one-half of the cost of mediation services related to a billing dispute with Swinerton & Walberg over the cost of project management services

FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating are hereby authorized to execute such a contract on behalf of the San Francisco Community College District

Recommended for adoption:

Del M. Anderson
Chancellor

Originator:
Peter Goldstein
Subject: Resolution No.970327-B11

Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Mayor's Office of Community Development/Mission Armory Foundation, Economic Development Strategy Funds to develop the City College of San Francisco/Bay Area Video Coalition Multimedia Training Program for the Mission District with the involvement of the School of Liberal Arts, Interdisciplinary Studies Department (IDST)-(Multimedia Certificate Program) and the Mission Campus for the period of July 1997 to June 1998 in the amount not to exceed $572,522

President and Members:

This resolution requests an authorization to submit a grant application to the Mayor's Office of Community Development /Mission Armory Foundation, Economic Development Strategy Funds to develop the City College of San Francisco/Bay Area Video Coalition Multimedia Training Program for the Mission.

The City College of San Francisco/Bay Area Video Coalition Multimedia Training Program for the Mission District is a collaborative effort between City College of San Francisco and the Bay Area Video Coalition, a non-profit organization, to facilitate training in the area of multimedia. The granting agency--the Mayor’s Office of Community Development/Mission Armory Foundation--has earmarked $1.8 million in Economic Development Strategy funds for the Mission District to be used to finance primarily multimedia and economic development projects. The proposal we have submitted as fiscal manager is for $572,522 to fund and provide training in basic computer skills and multimedia at labs at the Mission Campus and the Bay Area Video Coalition facility on Mariposa Street.

The total of the grant is $572,522 for the time period of July 1997 to June 1998. Additional physical space will be provided in Room 109 on the Mission Campus. The San Francisco Community College District is the fiscal agent.

No District match is required.

The following resolution is recommended for adoption:

03/27/97 B11 Page 1
RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee, are hereby authorized to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Mayor’s Office of Community Development/Mission Armory Foundation, Economic Development Strategy Funds to develop the City College of San Francisco/Bay Area Video Coalition Multimedia Training Program for the Mission District with the involvement of the School of Liberal Arts, IDST-(Multimedia Certificate Program) and the Mission Campus for the period of July 1997 to June 1998 in the amount not to exceed $572,522.

FURTHER BE IT RESOLVED: That upon the approval by the California State Chancellor’s Office/Economic Development Office with the conditions and terms of the award not significantly amended, and in accordance with the Title 5, California code and Regulations, Section 59011, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation is made in the General Fund, Part B- Restricted to cover the following project for the period of July 1997 to June 1998 in the amount not to exceed $572,522.

**Expenditure:**

- Academic salaries $156,500
- Classified salaries $25,000
- Benefits $36,300
- Supplies and materials $3,500
- Other operation expenses & services $26,000
- Capital outlay $282,637
- Other Outgo $42,363

Total not the exceed $572,522

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by the U.S. Department of Education, in the administration of the said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Jackie Shadko
Honorable Board of Trustees of the San Francisco Community College District

Subject: Resolution No.970327-B12

Authorization to amend Resolution No. 970227-B16 which approved the (1) submission of a renewal for a grant and the (2) appropriation all funds upon approval by the California State Chancellor's Office, Economic Development to renew the Regional Environmental Business Resource and Assistance Center (REBRAC) to provide pro-active energy conservation to business with the involvement of the Engineering & Technology Department/Environmental Technology program and School of Business for the period of July 1, 1997 - June 30, 1998 in the amount not to exceed $100,000.

President and Members:

Resolution No. 970227-B16 approved the submission of an application to renew a grant for REBRAC. That resolution omitted the names of Cosumnes River College, Diablo Valley College and Mission College as partners in the project, while did not omit U.C. Santa Cruz Extension as a partner and did not describe the shifted focus of the grant. This resolution amends Resolution 970227-B16 to add Cosumnes River College, Diablo Valley College and Mission College as partners and omit U.C. Santa Cruz Extension as a partner as well as confirms the current focus of the project and the continued use of the physical space as an in-kind match provided by the District.

The current focus of REBRAC is to provide pro-active energy conservation to business. REBRAC will conduct energy efficient audits and provide guidance and information for business. REBRAC will become the repository and distributor of new curricula and be of direct assistance to the Environmental Technologies directors of the Economic Development Network (ED>Net).

The following partners would be involved in the project: Cosumnes River College, Diablo Valley College and Mission College, Napa Valley College.

Physical space continues to be provided by the District to the project as an in-kind match.

The following resolution is recommended for adoption:

RESOLVED: That Board Resolution 970227-B16 is amended to add Cosumnes River College, Diablo Valley College and Mission College as partners and omit U.C. Santa Cruz Extension as partner as well as confirms the current focus of REBRAC.
the project and the continued use of physical space as an in-kind match provided by the District.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary to record any necessary budget revision on the accounts of the SFCCD and to submit any and all reports required by the U.S. Department of Education, in the administration of the said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970327-B13
Authorization to contract with Ardis Breslauer to provide research for a planning task force on ESL and Transitional Studies for the period April 1, 1997 to June 30, 1997 in the amount not to exceed $10,000.

President and Members:

CCSF’s Office of Research and Planning wishes to retain the services of Ardis Breslauer to provide research support for a planning project focused on the non-credit delivery of services in ESL and Transitional Studies. The project will be led by a task force comprised of faculty, classified staff, administrators and students and its goal will be to develop a comprehensive plan to build linkages between ESL, Transitional Studies and other non-credit programs, and the CCSF credit programs, other educational institutions, employers, and community based organizations.

The research services require a specialized background in issues related to the delivery of non-credit adult basic education. The consultant will provide the following services:

1. Conduct research and write reports on current programs offered in the non-credit mode at CCSF.
2. Conduct interviews and work with task force members to establish linkages between non-credit ESL and Transitional Studies.
3. Develop a questionnaire and interview coordinators, instructors and students of selected vocational programs such as non-credit office technology for the purpose of establishing linkages between their programs, ESL and Transitional Studies.
4. Review the inventories of current programs in ESL and Transitional Studies and provide an update inventory of these programs.

The services will be provided from April 1, 1997 through June 30, 1997 for a total cost not to exceed $10,000. The funds will be paid from the budget of the Office of Research and Planning.

California Government Code Section 53060 reads, in part, as follows:

“The legislative body of any public or municipal corporation or district may contract with and employ any persons for the furnishing to the corporation or
district special services and advice in financial, economic, accounting, engineering, legal or administrative matters if such persons are specially trained and experienced and competent to perform the special services required.....”

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District contract with Ardis Breslauer to provide research for the Office of Research for the period April 1, 1997 through June 30, 1997 in the amount not to exceed $10,000, and

FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating Officer, and/or their designee are hereby authorized to execute such contract on behalf of the San Francisco Community District.

Recommended for adoption,

Del M. Anderson
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B14
Approval of a contract for special services and advice for Jayne Hillman, an independent contractor, to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC) and to develop and prepare materials for small business training workshops, during the period between April 1, 1997 and December 31, 1997, at a cost not to exceed $5,000.00.

President and Members:

On November 21, December 19, 1996, the Board of Trustees adopted a resolution which authorized the execution and submission of Standard Grant Agreement, C96-0117, and appropriation of all funds received upon approval by the California Trade and Commerce Agency to provide continued funding for the SBDC for the period January 1, 1997 to December 31, 1997. In order to accomplish the SBDC’s mission to increase local economic development by providing business counseling and training to small business owners, the SBDC is in the process of increasing its capacity to perform business counseling with more small business owners and is developing and implementing new specialized training workshops.

The anticipated business counseling to be performed by Jayne Hillman, an independent contractor, will substantially aid the SBDC to reach its 1997 contract milestones for in-depth one-on-one counseling. It will increase the depth and expertise of the SBDC counseling team.

No District Funds required.

The following resolution is recommended for adoption:

RESOLVED: That the District contract with Jayne Hillman, an independent contractor, to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC) and to implement small business training workshops, during the period between April 1, 1997 and December 31, 1997, at a cost not to exceed $5,000 and,
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this contract on the accounts of the SFCCD and to submit any and all reports required by the State Chancellor’s Office in the administration of said program.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Steven Glick
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B15
Adoption of Nonresident Tuition Fee Rate in Grades 13 and
14 for the Fiscal Year 1997-98

President and Members:

California Education Code Section 76140 requires that each community
college district charge a fee to nonresident students. Further, in adopting a tuition fee
for nonresident students, each community college district shall consider nonresident
tuition fees of other public community college.

Pursuant to ECS 76141, districts may also charge non-resident students
who are both citizens and residents of a foreign country an amount not to exceed the
amount that was expended by the district for capital outlay in the preceding fiscal year
divided by the total full-time equivalent students.

For fiscal year 1996-97, the per semester unit non-resident tuition fee rate
was $130.00. The per semester non-resident tuition fee computed for 1997-98 for all
districts statewide is $118.00. The per unit non-resident tuition fee for 1997-98 of
districts contiguous to the SFCCD are as follows:

<table>
<thead>
<tr>
<th>District</th>
<th>Non-Resident Tuition Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contra Costa</td>
<td>$125 $125 $132</td>
</tr>
<tr>
<td>San Mateo</td>
<td>$126 $126 $126</td>
</tr>
<tr>
<td>Peralta</td>
<td>$135 $135 $157</td>
</tr>
</tbody>
</table>

For Fiscal Year 1996-97, the per semester unit nonresident tuition fee rate
was $130.00. It has been computed that the current expense of education for the
College Division (grades 13 and 14) during the Fiscal Year 1995-96 was $3,382.00 per
FTES. Multiplying this by the projected increase in the United States Consumer Price
Index as determined by the California Department of Finance for the two years of 1.066
and then dividing by 30 semester units, we arrive at $120.00 as the 1997-98 per
semester unit non-resident tuition fee rate.
The total capital outlay expenditure of all SFCCD funds is $115,180,541 divided by the total FTES of 35,352 and then divided by 30 semester units, we arrive at $14.00, as the additional amount to be charged for non-resident students who are both citizens and residents of a foreign country.

However, it has been recommended that the nonresident tuition fee rates for 1997-98 will be the same as the 1996-97 rates, as follows:

<table>
<thead>
<tr>
<th></th>
<th>1996-97</th>
<th>1997-98</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition Fee</td>
<td>$130</td>
<td>$130</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td><strong>TOTAL:</strong></td>
<td><strong>$136</strong></td>
<td><strong>$136</strong></td>
</tr>
</tbody>
</table>

The following resolution is recommended for adoption:

RESOLVED:

PART 1 - NONRESIDENT TUITION FEE

Section 1 - That in accordance with California Education Code Sections 76140 and 76141, the per semester unit non-resident U.S. citizen fee rate of $130.00 and per semester unit non-resident, non-U.S. citizen fee rate of $136.00 be adopted for non-resident students enrolled in grades 13 and 14 for the Fiscal Year 1997-98.

Section 2 - That nonresident students who

(a) are enrolled in six units or less will not be exempt from the nonresident tuition fee; and

(b) are both citizens and residents of a foreign country will not be exempt from the nonresident tuition fee.

Section 3 - Paid nonresident tuition fees shall be refunded for coursework unit(s) officially withdrawn, dropped or reduced from a nonresident student’s study list program in accordance with the following schedule for the Fall and Spring academic semesters:

--100% Nonresident tuition refund for coursework unit(s) withdrawn, dropped or reduced prior to or during the first two calendar weeks of instruction.
-- 50% Nonresident tuition refund for coursework unit(s) withdrawn, dropped or reduced during the third and fourth calendar weeks of instruction.

-- 0% Nonresident tuition refund during and after the fifth calendar week of instruction.

Tuition refund requests must be received before or by the end of the fourth calendar week of instruction of each Fall or Spring Semester for units dropped in accordance with the prorated schedule.

That the refund schedule for short-term and Summer session courses will be as follows:

--100% Nonresident tuition refund for coursework unit(s) withdrawn, dropped or reduced prior to or during the first calendar week of instruction.

-- 50% Nonresident tuition refund for coursework unit(s) withdrawn, dropped or reduced during the second calendar week of instruction.

-- 0% Nonresident tuition refund during and after the third calendar week of instruction.

Tuition refund requests must be received before or by the end of the second calendar week of instruction for units dropped in accordance with the prorated schedule.

Section 4 - Any student who can demonstrate economic hardship or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident is exempt from that part of the fee authorized by Education Code, Section 76141. Eligibility for an exemption under Section 76141 shall be determined by the Chancellor or the Chancellor’s designee. For purposes of the fee described in Section 76141, “economic hardship” means the financial circumstances of a person who is the recipient of benefits under the Aid to Families with Dependent Children Program, the Supplemental Income/State Supplemental Program (including federal programs that are substituted for the aforementioned programs) or a general assistance program.
PART 2 - ACCOUNTING FOR FEES

Section 1 - That the nonresident tuition fees collected shall be deposited to, and checks for tuition refund be drawn against, a separate commercial bank account at No. 2 Grant Avenue of the Wells Fargo Bank.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B16

Authorization for Contract Modification #5, for $15,318.05, with B&B Concrete Construction, to cover the cost of Change Order #6, for $15,318.05, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $2,993,808.65.

President and Members:

Resolution 960125-B9 authorized the District to contract with B & B Concrete Construction to build the project: CCSF, Stadium Renovation, including football field, all weather track, and bleacher modifications, for a fee of $2,302,537. This Contract Modification #5, in the amount of $15,318.05. is necessary to cover the cost of: Change Order #6 which includes Change requests 25 & 26: Additional costs associated with game day preparation and safety for public access, $6,880., and provide temporary power and signal to scoreboard for use during home football games, $8,438.05.

This Contract Modification #5 will bring the total cost of this contract to $2,993,808.65. and will be charged to the Stadium Project Budget, Maintenance Assessment District, Appropriation Fund No.939238-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract Modification #5, for $15,318.05, with B&B Concrete Construction, to cover the cost of Change Order #6, for $15,318.05, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $2,993,808.65.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to the Stadium Project Budget, Maintenance Assessment District, Appropriation Fund No. 939238-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B17
Authorization for Contract Modification #3, for $750, with KYJ Associates, Inc., to cover the cost of additional services, for the Project: CCSF, Auto Shop Ventilation, located at the Evans Campus, for a total contract cost not to exceed $15,200.

President and Members:

Resolution 960727-B21 authorized the District to contract with KYJ Associates, Inc., for construction of the project: Evans Campus - Auto Shop Ventilation Improvements. This Contract Modification #3 is necessary to cover the cost of changes to the specifications and drawings to include ventilation of the Body Shop requested by the District Facilities Planning Staff.

This Contract Modification #3 will bring the total cost of this contract to $15,200 and will be charged to the Appropriation Fund No.U-0130-5190-6600-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for authorizing the approval of Contract Modification #3, for $750, with KYJ Associates, Inc., to cover the cost of additional services, for the Project: CCSF, Auto Shop Ventilation, located at the Evans Campus, for a total contract cost not to exceed $15,200.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to the Appropriation Fund No. U-0130-5190-6600-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B18
Authorizing contract with the Coastline Community College, for a Telecourse license agreement for the cable rights to two Telecourses to be offered during the Fall, 1997 semester, at a cost of $1500 for the license fees and $20 per student royalty paid to the vendor by City College of San Francisco.

President and Members:

City College of San Francisco offers Telecourses over Viacom Cablevision in San Francisco. These Telecourse are college credit courses, and are distributed on Cable Channel 52. The Telecourse is licensed at $1500 per semester, plus a $20 per student royalty, to be paid by City College of San Francisco to the vendor. The license fee is as follows:

<table>
<thead>
<tr>
<th>Course</th>
<th>License Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: The Infinite Frontier</td>
<td>$750.00</td>
</tr>
<tr>
<td>Music: Beginning Piano</td>
<td>750.00</td>
</tr>
<tr>
<td>Total</td>
<td>$1500.00</td>
</tr>
</tbody>
</table>

City College of San Francisco is offering from Coastline Community College the following course: Universe: The Infinite Frontier and Music: Beginning Piano.

The following resolution is recommended for adoption:

RESOLVED: That the SFCCD enter into a licensing agreement with Coastline Community College license agreement for the cable rights to two Telecourses (The infinite Frontier and Beginning Piano) to be offered during the Fall, 1997 semester, at a total cost of $1500 for the license fees and $20 per student royalty, paid to the vendor by City College of San Francisco.

THEREFORE BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such contract on behalf of the SFCCD.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Jackie Shadko

03/27/97 - B18 page 1
Honorable Board of Trustees of the San Francisco Community College District

Subject: Resolution No. 970327-B19

Authorizing contract with the Jones Education Media, for a Telecourse license agreement for the cable rights to one Telecourse to be offered during the Fall, 1997 semester, at a cost of $595 for the license fees and $20 per student royalty paid to the vendor by City College of San Francisco.

President and Members:

City College of San Francisco offers Telecourses over Viacom Cablevision in San Francisco. These Telecourse are college credit courses, and are distributed on Cable Channel 52. The Telecourse is licensed at $595 per semester, plus a $20 per student royalty, to be paid by City College of San Francisco to the vendor. The license fee is as follows:

<table>
<thead>
<tr>
<th>License Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Media Waves: An Introduction to Mass Communication</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

City College of San Francisco is offering from Jones Education Media the following course: Media Waves: An Introduction to Mass Communication.

The following resolution is recommended for adoption:

RESOLVED: That the SFCCD enter into a licensing agreement with Jones Education Media license agreement for the cable rights to one Telecourse (An introduction to Mass Communication) to be offered during the Fall, 1997 semester, at a cost of $595 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

THEREFORE BE IT RESOLVED: That the Chancellor and Chief Operating Officer are hereby authorized to execute such contract on behalf of the SFCCD.

Recommended for adoption:
Del M. Anderson
Chancellor

Originator: Jackie Shadko
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970327-B20
Authorizing contract with the Adult Learning Service of Public Broadcasting Service, for a Telecourse license agreement for the cable rights to Thirteen courses to be offered during Fall, 1997 semester, at a cost of $6,500 for the license fees and $20 per student royalty paid to the vendor by City College of San Francisco.

President and Members:

City College of San Francisco offers Telecourses over Viacom Cablevision in San Francisco. These Telecourses are college credit courses, and are distributed on Cable Channel 52. Each Telecourse has a license fee plus a $20 per student royalty, to be paid by City College of San Francisco to the vendor.

<table>
<thead>
<tr>
<th>LICENSE FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art of The Western World $ 500.00</td>
</tr>
<tr>
<td>The Africans                                   500.00</td>
</tr>
<tr>
<td>The Americas                                   500.00</td>
</tr>
<tr>
<td>The American Cinema                            500.00</td>
</tr>
<tr>
<td>Business And the Law                           500.00</td>
</tr>
<tr>
<td>Discovering Psychology                         500.00</td>
</tr>
<tr>
<td>French in Action                               500.00</td>
</tr>
<tr>
<td>Something Ventured                             500.00</td>
</tr>
<tr>
<td>Joseph Campbell                                500.00</td>
</tr>
<tr>
<td>Living with Health                             500.00</td>
</tr>
<tr>
<td>Photographic Vision                            500.00</td>
</tr>
<tr>
<td>Race to Save the planet                        500.00</td>
</tr>
<tr>
<td>World of Chemistry                             500.00</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>$ 6,500.00</td>
</tr>
</tbody>
</table>

City College of San Francisco is offering from The Adult Learning Service of Public Broadcasting Service the following courses: Art of the Western World, The African, The Americas, The American Cinema, Business and the Law, Discovering Psychology, French in Action, Something Ventured, Joseph Campbell, Living with Health, Photographic Vision, Race to Save the Planet, and World of Chemistry.
The following resolution is recommended for adoption:

RESOLVED: That the SFCCD contract with the Adult Learning Service of Public Broadcasting Service for a Telecourse license agreement for the cable rights to 13 Telecourses listed above to be offered during the, Fall, 1997 semester, at a cost of $6,500 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

THEREFORE BE IT RESOLVED: That the Chancellor, Chief Operating and/or their designees Officer are hereby authorized to execute such contract on behalf of the SFCCD.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Jackie Shadko
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970327-B21
Authorization for approval to award contract to the firm of Keller Mitchell and Company, a WBE/LBE firm, for architectural and geo technical services for the Project: John Adams Landscaping, located at the John Adams Campus, for a cost not to exceed $15,000.

President and Members:

Resolution 960829-B14 authorized the District to appropriate funds received through the San Francisco Mayor's Office of Community Development (MOCD) for the Community Development Block Grant Program (CDBG) for the development of a two-tiered terrace area at the John Adams Campus. MOCD is providing $15,000 for the schematic design proposal. There is no District Match required.

Resolution No. 960627-B16 authorized the District to accept bids and to award contract to Keller Mitchell and Company, a woman owned landscape architectural firm, for the CCSF, Tennis Courts Renovation Project. The Tennis Court Selection Committee reviewed proposals and interviewed multiple firms and Keller Mitchell and Company was the top rated firm. The District wishes to contract with Keller Mitchell and Company to also provide architectural and geo technical services for the John Adams Campus Landscaping Project at a cost not to exceed $15,000.

The services to be provided will include the development of design proposals for an accessible ramp, courtyard, paving layout and finishes, site amenity selection of benches and lighting, civil engineering and geo technical boring services. This contract will be completed on or about July 31, 1997 and will be charged to the Capital Outlay Fund Appropriation No.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of Keller Mitchell and Company, a WBE/LBE firm, for architectural and geo technical services for the Project: John Adams Landscaping, located at the John Adams Campus, for a cost not to exceed $15,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or designees are hereby authorized to execute all documents necessary and to charge said contract to Capital Outlay Fund Appropriation No.

Recommended for adoption:

Del Anderson, Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
SUBSTITUTE RESOLUTION 3/24/97

Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-B22
   Authorization for Final Contract Modification #5, for
   $50,000, with Swinerton & Walberg Co., for the Project:
   CCSF, Stadium Renovation, located at the Phelan
   Campus, for a total contract cost not to exceed
   $464,012.

President and Members:

   Resolution 960125-B9 authorized the District to contract with
   Swinerton & Walberg, Co. to provide construction management services for the
   project: CCSF, Stadium Renovation. This Final Contract Modification #5 is
   necessary to settle a dispute and process the final payment in accordance with the
   results of mediation conducted on March 11, 1997. The District and Swinerton &
   Walberg agreed to terminate this contract effective March 14, 1997.

   This Contract Modification #5 will bring the total cost of this contract
   to $464,012. and will be charged to the Stadium Project Budget, Maintenance
   Assessment District, Appropriation Fund No. 939238-0130-6200-7100-S.

The following resolution is recommended for adoption:

   RESOLVED: That authorization be and is hereby given for the Final
   Contract Modification #5, and settlement of all disputes for $50,000,
   payable to Swinerton & Walberg, in accordance with the mediation
   that was conducted on March 11, 1997 for the Project: CCSF,
   Stadium Renovation, located at the Phelan Campus, for a total
   contract cost not to exceed $464,012.

   FURTHER BE IT RESOLVED: That the Chancellor, Chief
   Operating Officer, and/or their designee are hereby authorized to
   execute all documents necessary and to charge such work to the
   Stadium Project Budget, Maintenance Assessment District,
   Appropriation Fund No. 939238-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein and Chuck Jackson

03/27/97 B22 Page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327 - F1
         Academic Educational Administrator Temporary Appointment City College of San Francisco

President and Members:

Resolution No. 970327 - F1 covers the temporary appointment of an academic educational administrative appointment, Interim Dean, Vocational Education and The School of Applied Science and Technology (Office of the Provost).

The following resolution is recommended for adoption:

RESOLVED: That ________________ is appointed, on a temporary basis, as Interim Dean, Vocational Education and The School of Applied Science and Technology (Office of the Provost). This temporary, interim appointment is effective March 28, 1997, and ends September 30, 1997, or the effective date of the appointment of the Dean, Vocational Education and The School of Applied Science and Technology, whichever date occurs first. Salary shall be in accordance with the 1996-97 Management Salary Schedule, Classification C, Dean II/Director.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Clara Starr
Honorable Board of Trustees of the San Francisco Community College District

Subject: Resolution No. 970327 - F2
Appointment of an Academic Non-Educational Administrator City College of San Francisco.

President and Members:

Resolution No. 970327 - F2 covers the appointment of an academic non-educational administrative appointment, Associate Director of Human Resources (Office of the Chief Operating Officer).

The following resolution is recommended for adoption:

RESOLVED: That effective March 31, 1997 Nicholas T. Hovland be appointed Associate Director of Human Resources, (Office of the Chief Operating Officer), City College of San Francisco. Salary shall be in accordance with the 1996-97 Management Salary Schedule, Classification B, Dean I/Associate Director.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327 - F3
Appointment of an Academic Administrator
City College of San Francisco.

President and Members:

Resolution No. 970327 - F3 covers the appointment of an academic administrative appointment, Dean of School and College Relations and Recruitment (Office of the Executive Vice Chancellor).

The following resolution is recommended for adoption:

RESOLVED: That effective April 15, 1997 Savander Parker be appointed Dean of School & College Relations and Recruitment (Office of the Executive Vice Chancellor), City College of San Francisco. Salary shall be in accordance with the 1996-97 Management Salary Schedule, Classification C, Dean II/Director.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-P1
Amending the San Francisco Community College District Policy Manual Section PM 2.02 - Administrative and Organizational Structure of the San Francisco Community College District

President and Members:

San Francisco Community College District Policy Manual Section 1.05 D reads in part as follows: "Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting..."

WHEREAS: Notice was given at a prior meeting (February 27, 1997) of the Board of Trustees of the San Francisco Community College District that proposed amendments to the San Francisco Community College District Policy Manual Section PM 2.02 would be acted upon at a subsequent meeting of the Board of Trustees;

RESOLVED: That the San Francisco Community College District Policy Manual Section PM 2.02 - Administrative and Organization Structure of the San Francisco Community College District, and/or revisions to such amendments as directed by the Board be amended to read as follows: (Note: Additions or substitutions are indicated by **bold underline** and *italic* and deletions are indicated by strikeout.)

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Ronald Lee

03/27/97 P1 Page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-P2
Amending the San Francisco Community College District
Policy Manual Section PM 2.02 - Administrative and
Organizational Structure of the San Francisco Community
College District

President and Members:

San Francisco Community College District Policy Manual Section 1.05 D
reads in part as follows: "Adoption of Policies. Any policy may be adopted by the Board,
be amended or repealed by an affirmative vote of four members at any meeting, providing
notice of said intended action has been given at a previous meeting..."

WHEREAS: Notice was given at a prior meeting February 27, 1997
of the Board of Trustees of the San Francisco Community College District
that proposed amendments to the San Francisco Community College
District Policy Manual Section PM 2.02 would be acted upon at a
subsequent meeting of the Board of Trustees;

RESOLVED: That the San Francisco Community College District
Policy Manual Section PM 2.02 - Administrative and Organization Structure
of the San Francisco Community College District be amended to read as
follows: (Note: The new proposed structure is labeled Exhibit A; the current
structure is labeled Exhibit B. Additions or substitutions are indicated by
*italics* and *underline* and deletions are indicated by *strikeout*).

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Ronald Lee
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-P3
Notice of Intention to Amend the San Francisco Community
College District Policy Manual Section 1.16 - Domestic Partners.

President and Members:

The District has provided certain benefits to the domestic partners of its
employees through its bargaining contracts. However, there is no general policy
statement concerning domestic partners.

San Francisco Community College District Policy Manual Section 1.05 D. reads
in part as follows: "Adoption of Policies.
Any policy may be adopted by the Board, be amended or repealed by an affirmative
vote of four members at any meeting, providing notice of said intended action has been
given at a previous meeting..."

RESOLVED: That notice is hereby given that the following proposed
amendments to the San Francisco Community college District Policy Manual
Section 1.16 - (Domestic Partners) (and/or revisions to such amendments as
directed by the Board) shall be acted upon at the next meeting of the Board of
Trustees on April 24, 1997. (NOTE: Additions or substitutions are indicated by
**bold italic** and deletions are indicated by strikeout.)

Recommended for adoption:

Lawrence Wong, Trustee
Andrea Shorter, Trustee
Rodel Rodis, Trustee
PM 1.16 - DOMESTIC PARTNERS

The San Francisco Community College District hereby declares its intention to acknowledge and recognize the domestic partners of its employees, to the extent allowed by law and where not otherwise provided for.

The District shall determine, in its sole discretion, applicable rules and regulations to implement this policy.
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 970327-S1
Adoption of the Instructional Calendar for the Credit and Non-Credit Divisions for the Summer Term 1997

President and Members:

The following resolution is recommended for adoption:

RESOLVED: That the following instructional calendar for the Credit and Non-Credit Divisions for the 1997 Summer Term hereby be adopted.

CALENDAR OF INSTRUCTION
DAY AND EVENING CLASSES
NON-CREDIT
SUMMER TERM 1997

Monday June 2 Instruction begins
Friday June 27 Last class session.

CALENDAR OF INSTRUCTION
CREDIT
SUMMER TERM 1997

DAY CLASSES:

Monday, June 16 Instruction begins.
Friday, June 20 Last day to add classes or change sections.
Monday, June 23 Last day to officially withdraw, drop or reduce course work unit(s) in order to qualify for 100% (full) nonresident tuition refund. NONRESIDENT TUITION REFUND IS NOT AUTOMATIC. APPLY FOR A TUITION REFUND CHECK NO LATER THAN AUGUST 1, 1997.

Monday, June 23 Census Day.
Thursday, June 26 Last day to drop classes (no notation will appear on the student's permanent record). If a student withdraws from a class after June 26, a "W" symbol will appear on the student's permanent record.
Thursday, June 26  Last day to petition for credit/no credit CR/NC) grade option where option is available.

Monday, June 30  Last day to officially withdraw, drop or reduce course work unit(s) in order to qualify for a 50% pro-rated nonresident tuition refund. NO NON-RESIDENT TUITION REFUNDS FOR COURSE WORK UNIT(S) DROPPED AFTER THIS DEADLINE DATE.

Friday, July 4  Holiday, Independence Day.

Wednesday, July 16  Last day for student-initiated or instructor-initiated withdrawal. A "W" symbol will appear on student's permanent record. Last day to file petition for leave of absence.

EVENING CLASSES:

Monday, June 23  Last Day to add classes or change sections.

Last day to officially withdraw, drop or reduce course work unit(s) in order to qualify for 100% (full) nonresident tuition refund. NONRESIDENT TUITION REFUND IS NOT AUTOMATIC. APPLY FOR A TUITION REFUND CHECK NO LATER THAN AUGUST 1, 1997.

Monday, June 30  Last day to drop classes (no notation will appear on the student's permanent record). If a student withdraws from a class after June 30, a "W" symbol will appear on the student's permanent record.

Last day to petition for credit/no credit CR/NC) grade option where option is available.

Last day to officially withdraw, drop or reduce course work unit(s) in order to qualify for a 50% pro-rated nonresident tuition refund. NO NON-RESIDENT TUITION REFUNDS FOR COURSE WORK UNIT(S) DROPPED AFTER THIS DEADLINE DATE.

Monday, July 21  Last day for student-initiated or instructor-initiated withdrawal. A "W" symbol will appear on student's permanent record. Last day to file petition for leave of absence.
FINAL EXAMINATIONS:

Thursday, July 24  
**DAY CLASSES:** Final examinations for day sections that meet at 8:00, 8:30, 10:30, 11:00 a.m and 1:00 p.m.

Friday, July 25  
**DAY CLASSES.** Final examinations for day sections that meet at 9:00, 9:30, 10:00 a.m. and 12:00, 12:30 p.m.

Thursday, July 31  
**EVENING CLASSES:** Final examinations ALL Evening classes.

Friday, August 1  
Last day to apply for enrollment and nonresident tuition refund fees for course work unit(s) dropped on or before June 30, 1997, **DAY AND EVENING CLASSES.**

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Robert P. Balestreri
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327-S2
Recognition of Service and Commendation for Dr. Natalie Berg for 30 years of distinguished service as a member of the San Francisco Community College Family.

President and Members:

WHEREAS: Dr. Natalie Berg first came to the San Francisco Community College District in 1967 as an instructor, and

WHEREAS: Dr. Natalie Berg was a devoted and dedicated certificated employee and administrator for thirty (30) years and served with distinction in such capacities as:

Teacher:
Instructor - English, English as a Second Language, History and Civics

Administrator:
Dean - Dean of School of Health & Physical Education/John Adams Campus
Director - Employee Relations
Coordinator - Personnel Relations
Adm Asst - Vice Chancellor, Personnel
Adm Asst - President, Centers Division, and

WHEREAS: Dr. Natalie Berg has honorably represented the College throughout the city and respects and supports its diversity, and

WHEREAS: Dr. Natalie Berg leaves a record of professional service and achievement of which San Francisco Community College District may be proud, and one from which the Community College District will benefit for many years to come; and

WHEREAS: Dr. Natalie Berg chose to run for the CCSF College Board and came in first in a field of eight candidates in November, 1996,
NOW THEREFORE BE IT RESOLVED: That the Board of Trustees of City College of San Francisco recognize Dr. Natalie Berg for her contribution to the educational excellence of the San Francisco Community College District; and

FURTHER BE IT RESOLVED: That the Board of Trustees of the San Francisco Community College District congratulates Dr. Natalie Berg on the occasion of her retirement and most heartily welcomes her as a valued member of the Board of Trustees

Recommended for adoption:

Del M. Anderson
Chancellor

Originators:

Rodel Rodis
Robert E. Burton
Andrea Shorter
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970327- S3
Ending The Effect of Resolution 890727 - S5 Regarding
Contact With The Government Of The People's Republic
Of China And Setting Objectives For Global Programs

President and Members:

After the Tiananmen Square massacre in The People's Republic of China in June of 1989, the Board passed Resolution No. 890727 - S5 which expressed the Board's outrage at the events, and resolved, " . . . it would be [an] inappropriate violation of human decency for any official acting on behalf of, or in any capacity for the San Francisco Community College District to receive, or make contact with, any official of the Government of The People's Republic of China, and . . . the San Francisco Community College District extends its welcome to students from The People's Republic of China to attend City College of San Francisco and the San Francisco Community College Centers, . . . ."

Nevertheless, the District has had training requests from China and/or US companies doing business with China. The Board needs to give direction to the administration as to whether the District should provide training in China. If so, then the effect of the 1989 resolution should be ended.

Although political freedom in China is not at the level desired, economic freedom has resulted in unprecedented growth. This economic freedom should lead to new ideas and new concepts with a resultant increase in political freedom.

In pursuing global education with China or with any other country, certain objectives must be met. Global education should: (1) enhance the quality of education for our students; (2) enhance the professional development and learning opportunities of our faculty and staff; (3) enhance the economic development of our city and region; and (4) enhance the resource development and resource base of our College.

The following resolution is recommended for adoption:

RESOLVED: That the effect of Resolution 890727 - S5 be ended effective with the passing of this resolution;

AND FURTHER BE IT RESOLVED: That the Board of Trustees of the San Francisco Community College District declares that in pursuing global education with China or with any other country, global education should (1) enhance the quality of education for our students; (2) enhance the professional development and learning opportunities of our
faculty and staff; (3) enhance the economic development of our city and region; and (4) enhance the resources development and resource base of our College.

AND FURTHER BE IT RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby directs the Chancellor and/or her designees to ensure that any District programs with The People's Republic of China directly benefit the people of China or lead to a better understanding of democratic principles by the leadership in China.

Recommended for Adoption:

Robert Burton
Rodel Rodis
Robert Varni
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970327 -S4  
Adoption of CCSF Information Technology Plan  

President and Members:  

The following resolution is recommended for adoption:  

WHEREAS: City College of San Francisco recognizes that a new age of information technology has opened exciting opportunities for enhancing teaching, student learning, and student support services; and  

WHEREAS: During the past three years, faculty, administrators, classified staff and students have joined together to develop a comprehensive information technology plan for the college;  

THEREFORE BE IT RESOLVED: That the Board of Trustees commends the work of the many faculty, administrators, classified staff and students who have produced the plan entitled Creating Opportunities: Using Information Technology in Education; and,  

FURTHER BE IT RESOLVED: That the Board of Trustees hereby adopts the Creating Opportunities document to guide CCSF’s investment in information technology in support of instruction, instructional support and student services; and  

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and the Provost and/or their designee are authorized to take appropriate actions to implement this plan, and that an annual report shall be forwarded to the Board of Trustees regarding the progress made toward implementing the goals and objectives contained in the plan and any proposed revisions in the plan that have resulted from changing technology and changing needs of the San Francisco Community College District.  

Recommended for adoption:  

Del M. Anderson  
Chancellor  

Originator: Robert Gabriner
Subject: Resolution No. 970327-S5  
Authorizing that the student trustee starting June 1, 1997 be 1) elected by a college wide election of students Spring 1997  2) compensated at $350 per month, along with a $1000 travel allowance 3) asked for their advisory vote before the board votes on each resolution with that vote being recorded in the minutes.

President and Members:

In December of 1993, the Board passed resolution S6 authorizing the seating of the Student Trustee as selected by the Associated Students Student Trustee Selection Committee beginning with the January 1994 regular Board meeting. In November 1995 the voters changed the Charter of the City and County of San Francisco. The change effected the composition of the members of the Board of Trustees so that the California Ed Code relating to Student Trustees became applicable to the SFCCD Board, effective July 1, 1996. Ed Code 72023.5 states that the student trustee...shall be chosen, and shall be recalled, by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. Interpretation of this law is that student trustee members are required to be selected in an election by a majority or plurality of all community college students enrolled in the district.

Ed Code 72023.5 also states that the student trustee may do any of the following at the discretion of the governing board: make and second motions; attend closed session, other than closed sessions on personnel matters or collective bargaining matters; and receive compensation up to the amount that other Board members are paid. In this resolution, we are asking for a raise in the Student Trustee’s stipend from $260 per month to $350 per month.

The Associated Students Executive Board comprised of 2 representatives from 7 campuses unanimously support the college wide election of the student trustee. Further, with the strong mandate that such an election would demonstrate, the AS Executive Board feels it is imperative that the Student Trustee be asked for their advisory vote before the board votes on each resolution and that this advisory vote be recorded in the minutes.
Resolution No.931216-S6 authorizes the student trustee to be seated as selected by the Associated Student Trustee Selection Committee beginning January 1994 and Resolution No.960523.S8 authorizes compensation of up to $3,500 a year; both will be suspended by this resolution and should therefore be rescinded.

The following resolution is recommended for adoption:

RESOLVED: That beginning June 1, 1997, the student trustee be seated who has been elected by a majority or plurality of a college wide election held in accordance with the attached “CCSF Guidelines for Student Trustee Election and Recall”. (SEE ATTACHMENT A.)

AND FURTHER BE IT RESOLVED: That starting June 1, 1997, the student trustee shall be compensated a stipend of $350 per month and receive travel reimbursement and conference expenses up to $1,000 a year.

AND FURTHER BE IT RESOLVED: That beginning June 1, 1997, the student trustee shall be asked for his/her advisory vote before the board votes on each resolution and that this advisory vote will be recorded in the minutes. Resolution No.931216-S6 authorizes the student trustee to be seated as selected by the Associated Student Trustee Selection Committee beginning January 1994 and Resolution No.960523.S8 authorizes compensation of up to $3,500 a year; both will be suspended by this resolution and should therefore be rescinded.

Recommended for adoption:

Del M. Anderson
Chancellor

Originators: Chancellor Del M. Anderson
ATTACHMENT A

Guidelines for Student Trustee Election and Recall
City College of San Francisco

I. Description of the Student Trustee

California Education Code provides for the inclusion of a student as a non-voting member of the Board of Trustees. Term of office for the Student Trustee is from June 1 of the first year though May 31 of the following year.

II. A candidate running for Student Trustee must meet the following qualifications:

A. Resident of California.
B. Completion of two semesters in the SFCCD.
C. Current enrollment in five credit semester units or, ten hours of non-credit classes and to be maintained throughout their term.
D. Good academic standing with a cumulative GPA of 2.0.

III. A candidate running for Student Trustee is encouraged to have the following qualifications:

A. Not holding any position in the student government of another college.
B. Not holding a position on the council of any one campus of CCSF.
C. Ability to communicate successfully facts and ideas of some complexity in both writing and public speaking.
D. Ability to identify problems and to take initiative in solving them.
E. Commitment to and sensitivity in working with administration, staff, and students as well as community groups of diverse academic, socioeconomic, cultural, sexual orientation, diversity and ethnic backgrounds.
F. Cannot hold the office of Student Trustee for more than 2 elected years.

IV. Duties of the Student Trustee

A. Act as a representative of the Associated Students of CCSF.
B. Attend all meetings of the Executive Board of the Associated Students of CCSF and chair the meetings if selected to do so by the Executive Board.
   Give regular Student Trustee Reports at these meetings.
C. Attend all Agenda Review meetings of the CCSF Board of Trustees.
D. Attend all regularly scheduled meetings of the CCSF Board of Trustees.
E. Report at the Phelan Campus Student Council meetings twice per month.
F. Report at other CCSF Campus Student Councils as invited.
G. Meet with the Chancellor of CCSF twice per month.
H. Keep regular, posted office hours. (Office space at the Phelan Campus is available for this purpose.)
I. Present and distribute to AS Councils at all the campuses as well as to the AS Executive Board once a month an unbiased written report covering all issues of relevance to students discussed at Board meetings. This report should also be sent to *Up and Coming* and *The Guardsman*.
J. Contribute to a binder containing the handouts of each Board meeting, to be kept in the Student Union.
K. Attend CCCT Student Leadership Conference and Training.
L. Brief the incoming Student Trustee during the month of May.

V. The Student Trustee Election

A. The student trustee shall be elected each Spring in a college-wide election to be held sometime in the last two weeks of April.
B. The election will be organized by a sub-committee of the AS Executive Board working with the Office of Student Activities. The committee must develop/update specific election campaign guidelines including rules regarding endorsements, posting and distribution of literature, campaigning, expenditures, etc.
C. Election polling places will be held for at least two days at campuses where there are active AS Councils including: Phelan, John Adams, Downtown, Chinatown/North Beach, Southeast, Mission, Evans. Other sites and campuses will be told about these polling places. The AS Councils at each campus will be responsible for funding any necessary poll workers.
D. Candidates must submit written applications to run for office at least two weeks before the election, submitted to the Office of Student Activities where qualifications will be verified. Applications will include a 100 word statement about why he/she is running which will be printed on the ballot.
E. Candidate nights at participating campuses will be organized through the Executive Board.

VI. Filling a vacancy in the office of Student Trustee:

A. In the event of a vacancy, the following will occur:
   1. The AS Executive Board will select a replacement.
   2. The student trustee opening will be posted at all campuses for at least 2 weeks, stating a clear application deadline.
   3. Interested candidates must submit written applications to the Office of Student Activities where qualifications will be verified. Applications will include a 100 word statement about why he/she is interested in the position.
4. The qualified candidates will appear before AS Executive Board to address any questions that the Executive Board may have.
5. The winning candidate must be selected by a 2/3 vote.
6. Quorum for the selection will be 9 students with no more than 2 representatives per campus.
7. The winning candidate shall complete the term of office vacated by the predecessor.

VII. Recall of the Student Trustee
A. The Student Trustee may be recalled by a petition signed by 2% of the student population from each campus from at least 5 campuses.
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970327-S6  
Presenting the Initial Proposals of the United Public Employees, Local 790, and of the San Francisco Community College District for a Successor Collective Bargaining Agreement, and Placing a Special Order of Business on the Agenda for a Public Board of Trustees Meeting in April 1997 for Public Response to the Initial Proposals  

President and Members:  

WHEREAS: Government Code Section 3547 reads in relevant part as follows:  

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

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

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

WHEREAS: The present Collective Bargaining Agreement between the San Francisco Community College District (District) and the United Public Employees, Local 790 (UPE) will expire under its own terms on June 30, 1997;  

WHEREAS: On March 17, 1997, Representatives of UPE submitted to the Board of Trustees, through the Administration, UPE’s Initial Proposal for a Successor Collective Bargaining Agreement (ATTACHMENT A);  

WHEREAS: The Administration, on behalf of the Board of Trustees, has prepared the District’s Initial Proposal for a Successor Collective Bargaining Agreement (ATTACHMENT B);
THEREFORE, BE IT RESOLVED THAT: The Board of Trustees hereby publicly presents the Initial Proposals of the UPE (ATTACHMENT A) and of the District (ATTACHMENT B) for a Successor Collective Bargaining Agreement;

FURTHER BE IT RESOLVED THAT: A Special Order of Business be placed on the Agenda for a Public Board of Trustees meeting in April 1997 to enable members of the public to express themselves regarding the Initial Proposals.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Lawrence C. Klein
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970327-W1  
Authorization to enter into a Representation Agreement with Barton C. Miller, Commercial Real Estate, 101 Alta, #202, San Francisco, California, at no direct cost to the District, March 28, 1997-March 27, 1998.

President and Members:

The proposed Representation Agreement covers the services of Barton C. Miller, who, during a period of twelve (12) months or less, will act as sole agent for the District to acquire suitable real estate to house the Chinatown/North Beach campus. Any compensation to Barton C. Miller for services rendered will be paid by the prospective seller. While there is no direct charge to the District, the Board should be informed that there may be a conflict of interest in this type of agreement in that the agent's fee is paid by the eventual seller of the property.

The selected agent, Barton C. Miller, understands that he has no authority to commit or bind the District in any way to any real estate transaction without advance formal Board approval as to the particular property involved, and that he must so inform each prospective seller.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or Vice Chancellor, Administration and Finance, are hereby authorized to enter into a Representation Agreement with Barton C. Miller, Commercial Real Estate, 101 Alta, #202, San Francisco, California, at no cost to the District, March 28, 1997- March 27, 1998.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Peter Goldstein
FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community City College District


This report is for information only on contracts that the Office of Contract Education negotiated or amended under $30,000 for the month of March 1997.

- Department of Human Services #3 - Amend contract, Appr. #241450, to increase the instructional hours by 12 hours from 72 hours to 84 hours at $120 per hour, to increase facility usage by 12 hours from 72 hours to 84 hours at $20 per hour, and up to $242 for books. Contract total is increased from $11,000 to $12,922.

- San Francisco International Airport #28 - contract total $9,660 - term March 1, 1997 through March 31, 1997 - up to 48 hours of instruction, up to 6 hours of project management, up to 9 hours of program development, up to 48 hours of facility usage for Fall Protection Awareness and Competent Person Training.

- Department of Human Services #5 - contract total $14,600 - term April 1, 1997 through December 31, 1997 - up to 84 hours of instruction at $120 per hour, up to 10 hours of project management at $100 per hour, up to 84 hours for facility usage at $20 per hour, up to 10 hours of curriculum development at $100 per hour up to $840 for materials for intermediate and advanced computer classes.

- Department of Veteran Affairs #15 - contract total $5,175 - term March 1, 1997 through March 31, 1998 - up to 28 hours of instruction at $120 per hour, up to 5 hours of project management at $100 per hour, up to 5 hours of curriculum development at $100 per hour, up to $815 for materials for Team Building, Financial Planning, Retirement and How to Organize training.

- Institute for Business & Community Development, San Jose/Evergreen Community College District - contract total $6,000 - term March 1, 1997 through December 31, 1997 - up to 40 hours of instruction at $150 per hour for Medical Terminology training.

Originator: Judy Teng

03-27-97
REVISED AGENDA 4/23/97

Regular Meeting of the

Board of Trustees of the San Francisco Community College District

City College of San Francisco
John Adams Campus, San Francisco

Thursday, April 24, 1997
Open Session - 6:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Public Response to the Initial Proposals of the United Public Employees, Local 790, and of the San Francisco Community College District for a Successor Collective Bargaining Agreement.

IV. Approval of minutes

V. Special Presentation
   A) WBE/MBE Report- James Kendrix and Mason, Tillman & Associates
   B) Update on General Counseling - Dr. Frances White
   C) Update on CQI Initiatives - Dr. Frances White

VI. Report from Academic Senate

VII. Report from Associated Students Council

VIII. Report from Classified Senate

IX. Board of Trustees' Reports

X. Chancellor's Report

XI. Adoption of Resolutions Agenda

XII. Action on Resolutions Agenda Items
B1 - Amending Resolution No. 961023-B8 which approved Child Development Training Consortium Contract Number 97-32660 with Yosemite Community College District in which the San Francisco Community College District received $23,500 to conduct credit courses needed for licensing child care personnel. The appropriation will be increased by $5,000.


B3 - Authorization to conduct two excursions to Paris, France, for Spring 1998 and Fall 1998 in connection with instructional programs, and authorizing contract with Accent International Consortium for Academic Programs Abroad, Ltd, ("Accent") to obtain travel and educational program arrangements, with costs to be born by students, for the excursions, January 28 - May 24, 1998, and September 6, 1998 - December 10, 1998, City College of San Francisco.

B4 - Authorizing an Application for the Student Health Center to Qualify as a Primary Care Clinic.

B5 - Accepting the bid of and awarding a contract to Jazzland Coffee Company to provide a specialty food and coffee service in the lower level of the Student Union starting August 11, 1977 to August 1, 1998 with 2 one year each renewal options if mutually agreed to by District Administration, Associates Students and Contractor and granting permission to contractor to make site improvements to the lower level of the student union at no cost to the District to accommodate the proposal design.

B6 - Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges (COCCC), Office of Economic Development: 1) Worksite Experience for Vocational Faculty, Counselors and Placement Staff, July 1, 1997 to June 30, 1998, $99,875.

B7 - Authorization to contract with Reineck & Reineck to design new maps to better serve all CCSF students, and particularly those with disabilities at a total cost not to exceed $8,827.
B8: Authorization to 1) contract with, and 2) appropriate funds from UAL Services, a subsidiary of United Airlines, to provide up to 134 hours of instruction up to $20,100, 16 days for facility usage up to $1,600, up to $5,550 for training materials, up to $8,335 for miscellaneous, April 1, 1997 through June 30, 1998, City College of San Francisco, total amount not to exceed $35,585.

B9: Authorization to 1) contract with, and 2) appropriate funds from the Mayor’s Office of Community Development to provide up to 960 hours of instruction up to $115,200, 300 hours for Counseling and Coordination up to $30,000, 960 hours for facility usage up to $19,200, and up to $27,000 for materials and supplies, April 1, 1997 through December 31, 1998, City College of San Francisco, up to $191,400.

B10: Authorization to 1) contract with, and 2) appropriate funds from the San Francisco Housing Authority, to provide up to 592 hours of instruction in GED Preparation, Basic Skills, Life Skills, and Labor Studies, up to 156 hours for project management, up to 18 hours of counseling, up to 6 hours of assessment, up to 60 hours of curriculum development, June 1, 1997 through June 30, 1998, City College of San Francisco, up to $91,140.

B11: Authorization to 1) contract with James W. Tamm to provide technical assistance and negotiation training for the UAL Services Project for the period April 30, 1997 through September 30, 1997 in the amount not to exceed $14,400.

B12: Authorization to submit a renewal application for a grant and to (2) appropriate all funds upon approval by the Bernard Osher Foundation for the Student Internships program which provides financial support to students participating in the internship with the involvement of the Departments of Health Science, Hotel and Restaurant, Child Development and Licensed Vocational Nursing Departments for the period of July 1, 1997 - June 30, 1998, not to exceed $80,000.

B13: Authorization for the approval of contract modification with Steven Spurling to provide additional matriculation research for the Office of Matriculation for the period of May 1, 1997-June 30, 1997, contract modification cost not to exceed $12,000, and the total contract not to exceed $22,000.

B14: Authorization to contract with YO, Inc. to provide technical assistance in the establishment of Student Information Kiosks for CCSF for the period May 1, 1997 - June 30, 1997, in the amount not to exceed $25,000.
B15 - Authorization to receive bid from and award contract to the firm of Technical Applications Material Systems, for construction services for the Project: CCSF, B201-208 Bungalow Reroofing Project, located at the Phelan Campus, for a cost not to exceed $60,000.

B16 - Authorizing the approval of Contract Modification #1, for $20,000 for Consolidated Engineering Laboratories, for project: CCSF, Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $60,000.

B17 - Authorizing the approval of Contract Modification #2, for $34,451 for Golden Bay Construction Company, for project: CCSF, Tennis Courts, located at the Phelan Campus, for a total contract cost not to exceed $350,111.

B18 - Authorization for Contract Modification #5, for $61,279, with GT Construction, to cover the cost of Change Order #8, for $61,279, for the Project: CCSF, Stadium Renovation, Press Box, located at the Phelan Campus, for a total contract cost not to exceed $1,100,600,75.

B19 - PULLED

B20 - Authorization to Close Wells Fargo Bank Account No. 0006-038129 called San Francisco Community College District Tax Shelter Annuity Account

B21 - Authorization to amend a contract with Imani Cooley, $5,000

B22 - Authorization to enter into a contractual agreement for the leasing of computer hardware from Hewlett Packard Corporation for 36 months beginning April 28, 1997, at a total cost not to exceed $626,100.

B23 - Authorization to enter into a contractual agreement with Integris to provide Bull mainframe data processing services from May 1, 1997 through April 30, 1999, at a total cost not to exceed $702,240.

B24 - Authorization to contract with Q-Image Corporation for special services to assist City College's Information Technology Services Department (ITS) with the implementation of special network projects from April 28, 1997, through June 30, 1997 at a total cost not to exceed $8,532.

Accepting an Award for the SFCC Garment 2000 Program from The American Association of Community Colleges, U.S. Department of Labor. The award was $10,000 and a plaque.

**Equipment, Supplies & Services (Pages 54-59)**

- **C1** - Procurement of equipment, supplies, services, etc., less than $3,000
- **C2** - Procurement of equipment, supplies, services, etc., $3,000 or more
- **C3** - Acceptance of Gifts

**Human Resources (Pages 60-102)**

- **F1-14** - Administrative Appointments (2 or 3 year terms)
- **F15** - Academic Administrator Temporary Appointment City College of San Francisco
- **F16** - Appointment of a Non-Academic Administrator City College of San Francisco.

- **G1-G10** - Academic Employees, Credit Program, District Funded
- **H1-H2** - Academic Employees, Credit Program, Categorically Funded
- **J1-J5** - Academic Employees, Non-Credit Programs, Categorically Funded
- **K1-K3** - Academic Employees, Non-Credit Programs, District Funded
- **L1** - Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract

- **N1-N2** - Academic Employees Community Service Classes

**Policy (pages 102-103)**

- **P1** - Amending the San Francisco Community College District Policy Manual Section 1.16 - Domestic Partners.
S1 - Authorizing that the student trustee starting June 1, 1997 be 1) elected by a college wide election of students Spring 1997 2) compensated at $350 per month, along with a $1000 travel allowance 3) asked for their advisory vote before the board votes on each resolution with that vote being recorded in the minutes.

S2 - Adopting the San Francisco Community College District’s Initial Proposals to the United Public Employees, Local 790, for a Successor Collective Bargaining Agreement, After Public Comment.

S3 - Response of the Administration of the Mission Campus, in conjunction with the Chancellor to Resolution 960725-S3, Board of Trustees request for a plan to develop and expand the Mission Campus.

S4 - Amending Board of Trustees Resolution No. 961121-S3 to Include the Classification of Athletic Trainer (2502) and Establishing Wage and Benefit Levels for the Classification

Building and Grounds (page 121-125)

W1 - Authorization to execute a ten year rental agreement with the owners of 888 Clay St., San Francisco, CA, 94108, with Mr. and Mrs. Pius Lee and Sharon Feng for the exclusive use of two floors of approximately 2,500 sq.ft. each for classes offered by the Chinatown/North Beach Campus starting August 1, 1997 for a total 10 year cost of $715,000.


Informational Reports - No Action Necessary (Page 126-127)

XIII. Requests to Speak
XIV. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: May 22, 1997
Phelan Campus
honorable board of trustees of the  
San Francisco Community College District

Subject: Resolution No.970424-B1  
Amending Resolution No. 961023-B8 which approved Child Development Training Consortium Contract Number 97-32660 with Yosemite Community College District in which the San Francisco Community College District received $23,500 to conduct credit courses needed for licensing child care personnel. The appropriation will be increased by $5,000.

President and Members:

On October 23, 1996, the Governing Board adopted Resolution No. 961023-B8, approving Child Development Training Consortium Contract No. 97-32660 with Yosemite Community College District in which the San Francisco Community College District provides credit bearing classes for child care personnel.

On March 17, 1997, the Yosemite Community College District authorized an additional $5,000 under the Child Development Training Consortium for the San Francisco Community College District to reimburse child care personnel for completion of training.

No District matching funds are required.

WHEREAS: The Board of Trustees on October 23, 1996 adopted Resolution No. 961023-B8 approving Child Development Training Consortium Contract No. 97-32660 with Yosemite Community College District providing $23,500 for completion of Child Development Courses, and

WHEREAS: The Child Development Training Consortium through Yosemite Community College District has authorized an additional $5,000 for child care personnel training.

THEREFORE BE IT RESOLVED: That Resolution 961023-B8 be amended to increase the appropriation by an additional $5,000.

<table>
<thead>
<tr>
<th>Income</th>
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<tbody>
<tr>
<td>Yosemite Community College District</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition reimbursement</td>
</tr>
<tr>
<td>(includes administration, mailing books)</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record the appropriated funds on the account of the SFCCD and to submit any and all reports to the Yosemite Community College District.

Recommended for adoption:

Del M. Anderson
Chancellor

Originated by: Sandra Handler
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970424 - B2
Authorization to conduct two excursions to Florence, Italy, for
Spring 1998 and Fall 1998 in connection with instructional
programs, and authorizing contract with Accent International
Consortium for Academic Programs Abroad, Ltd, ("Accent") to
obtain travel and educational program arrangements, with
costs to be borne by students, for the excursion, February 27
City College of San Francisco

President and Members:

On July 8, 1991, a Request for Proposals, City College of San Francisco
International Education Program, "Italy" was mailed to 9 agencies which provide travel
services. The closing date for receipt of proposals was Monday, July 29, 1991. One
proposal was received, a bid by Opportunities In Learning (O.I.L.). O.I.L. was awarded a
contract based upon the criteria of our requirements and their price, policies, and past
their name to Accent International Consortium for Academic Programs Abroad.

O.I.L./ACCENT very successfully provided us with services for ten (10)
consecutive semesters since Fall 1991. In fact, O.I.L./ACCENT has consistently received
excellent evaluations from City College students.

Accent is now requesting to renew their contract for the Florence program
for both Spring 1998 and Fall 1998. Their proposed cost which includes, activities and
lodging in a family or student apartment are is as follows:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Total Cost Per Student (Land Only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 1998</td>
<td>$3,900</td>
</tr>
<tr>
<td>Fall 1998</td>
<td>$3,900</td>
</tr>
</tbody>
</table>

Due to the strengthening of the dollar, Accent has been able to lower the program cost by
$50.00 over 1997 prices.

Since Accent has been evaluated extremely positively over the semesters,
has consistently received excellent evaluations by the students, and has continually met
the criteria of our requirements in price, policies, and past performance, a contract with
the firm of Accent is recommended to provide the necessary travel and educational
program arrangements for the Spring 1998 and Fall 1998 Semester in Florence
programs.

04/24/97 - B2 page 1
The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District conduct excursions to Florence, Italy, Spring 1998 and Fall 1998 in connection with an instructional program in Italian language, art history and humanities, provided that the excursion be conducted in conformance with applicable laws. The District shall expend no funds for transportation, housing, meals, or incidentals.

FURTHER BE IT RESOLVED: That the San Francisco Community College District contract with Accent to obtain travel and educational program arrangements with costs to be borne by students for two excursions to Florence, Italy, February 27, 1998 through May 23, 1998, and August 28, 1998 through November 21, 1998, and that the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such contract on behalf of the San Francisco Community College District.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Joanne Low
Subject: Resolution No. 970424-B3
Authorization to conduct two excursions to Paris, France, for Spring 1998 and Fall 1998 in connection with instructional programs, and authorizing contract with Accent International Consortium for Academic Programs Abroad, Ltd, ("Accent") to obtain travel and educational program arrangements, with costs to be borne by students, for the excursions, January 28 - May 24, 1998, and September 6, 1998 - December 10, 1998, City College of San Francisco.

President and Members:

On July 8, 1991, a Request for Proposals, City College of San Francisco International Education Program, "Paris" was mailed to 9 agencies which provide travel services. The closing date for receipt of proposals was Monday, July 29, 1991. Two proposals were received, a bid by Opportunities In Learning (O.I.L.) and one by the Consortium for International Education (CIE). O.I.L. was awarded a contract based upon the criteria of our requirements and their price, policies, and past performance.

In 1992 O.I.L. changed its name to Accent International Consortium for Academic Programs Abroad Ltd., (Accent). Accent, who had previously been the subcontractor for E.S.A. (European Studies Association), has now completed 25 semesters of Paris study abroad programs in France for CCSF. Over 700 students have benefitted from this academic and cross-cultural experience.

Accent is now requesting to renew their contract for both Spring and Fall 1998. Their proposed costs are as follows:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Total Cost Per Student (Land Only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 1998</td>
<td>$5,450.00</td>
</tr>
<tr>
<td>Fall 1998</td>
<td>$5,200.00</td>
</tr>
</tbody>
</table>

Due to the economic stabilization in the franc, the program price for 1998 will remain the same for Spring and drop $100 for Fall vs. 1997 prices.

Since Accent has been evaluated extremely positively over the semesters, has consistently received excellent evaluations by the students, and has continually met and exceeded the criteria of our requirements in price, policies, and performance, a contract with the firm of Accent is recommended to provide the necessary travel and educational program arrangements for the Spring 1998 and Fall 1998 Semester in Paris programs.
The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District conduct excursions to Paris, France, Spring 1998 and Fall 1998 in connection with an instructional program in French language and culture, art history and humanities, provided that the excursion be conducted in conformance with applicable laws. The District shall expend no funds for transportation, housing, meals, or incidentals.

FURTHER BE IT RESOLVED: That the San Francisco Community College District contract with Accent to obtain travel and educational program arrangements with costs to be borne by students for two excursions to Paris, France, January 28, 1998 through May 24, 1998, and September 6, 1998 through December 10, 1998, and that the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such contract on behalf of the San Francisco Community College District.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Joanne Low
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970424-B4
Authorizing an Application for the Student Health Center to Qualify as a Primary Care Clinic.

The Student Health Center at the Phelan Campus is in part supported by a student fee. Low-income students are exempted from this fee. Although low-income students do not pay the fee, certain expenditures related to providing services to low-income students can be recovered from Medi-Cal if the services are provided through a primary care clinic. The process for securing primary care clinic status includes submitting an application to the division of Licensing and Certification of the State Department of Health Services. Securing and maintaining primary care clinic status would also involve state review of the nature and quality of the services provided through the Student Health Center. Because securing primary care clinic status for the Student Health Center would not only permit some recovery of costs through Medi-Cal, but also assist in the maintenance of the quality of care. (The total amount of revenue recovered would depend on the number of students who qualify for Medi-Cal's State only Family Planning services). Therefore, we recommend that the district submit an application to qualify as a primary care clinic. There would be a nominal application fee.

The following resolution is recommended for adoption:

WHEREAS: The District is committed to providing quality care to its students through the Student Health Center; and

WHEREAS: The qualification of the Center as a primary care clinic would permit additional recovery of costs through Medi-Cal and promote the offering of quality services to the students;

THEREFORE BE IT RESOLVED: That the Board authorizes the submission of an application to appropriate agencies for licensing and certifying the Student Health Center as a primary care clinic and the payment of the applicable application fee;
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees is authorized to prepare and submit the subject application. (and that if certified, the Student Health Services Department Chair/Clinic Director is authorized to assume administrative responsibility for the clinic.)

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Frank Chong
Subject: Resolution No. 970424-B5
Accepting the bid of and awarding a contract to Jazzland Coffee Company to provide a specialty food and coffee service in the lower level of the Student Union starting August 11, 1997 to August 1, 1998 with two one year each renewal options if mutually agreed to by District Administration, Associated Students and Contractor and granting permission to contractor to make site improvements to the lower level of the Student Union at no cost to the District to accommodate the proposal design.

President and Members:

By Governing Board Resolution 940922-B5 the Board of Trustees accepted the bid and awarded a contract to Federal Espresso to provide a specialty food and coffee cart in the lower level of the Student Union.

Two extension options were granted to Federal Espresso and a new Request for Proposals was developed during the Fall, 1996 semester. At the beginning of January, 1997, the District solicited proposals on behalf of the Associated Students from businesses known to the District who provide such coffee and food cart services and advertised a public notice two weeks in the Independent Newspaper. In answer to the request, twenty four businesses called for bid packets and eleven responses were received.

Points of comparison among the bids were:

1. Proposed Daily Rent
2. Physical Appearance of Cart from Pictures Submitted
3. Proposed Menu of Items and Prices
4. List of San Francisco Firms Currently Being or Recently Served
5. Number of Years in the Food Sales and Service Business
6. Dollar Amount of Food Sales Managed Per Year During Past 3 Years
Of the eleven bids received, the total scores given to the bids were as follows:

<table>
<thead>
<tr>
<th>Submitted Bids</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cafe Con Panna</td>
<td>86</td>
</tr>
<tr>
<td>Celebrity Deli</td>
<td>94</td>
</tr>
<tr>
<td>Expresso Grego</td>
<td>102</td>
</tr>
<tr>
<td>Federal Espresso</td>
<td>114</td>
</tr>
<tr>
<td>Hotdog Express, Etc.</td>
<td>48</td>
</tr>
<tr>
<td>Hudson Sheridan</td>
<td>105</td>
</tr>
<tr>
<td>Jazzland Coffee</td>
<td>116</td>
</tr>
<tr>
<td>Marie’s Gourmet Food &amp; Coffees</td>
<td>Incomplete bid</td>
</tr>
<tr>
<td>Pushcart Cafe</td>
<td>Incomplete bid</td>
</tr>
<tr>
<td>Subway Development</td>
<td>Incomplete bid</td>
</tr>
</tbody>
</table>

Bids were reviewed by a representative committee comprised of the President of Associated Students, the Vice President of Finance of the Associated Students, the chair of Associated Students Fundraising Activities, the Dean of Student Activities and the Director of Administrative Services. The chair of the Hotel and Restaurant Department served as a non-voting consultant to the committee.

In addition to the items scored, Jazzland Coffee Company’s proposal included a promise of investing $50,000 to $70,000 in equipment and site improvements to the lower level of the Student Union with no cost to the District in order to accommodate the proposal design. Jazzland has also offered a Purchase Option to the Associated Students which, based on $50,000 of investment on equipment and improvements, would depreciate in value at a rate of $595 per month over an 84 month schedule until the book value is zero. If the original start up cost of the Operation were $50,000, the purchase prices at future points in time would be, at the option of the Associated Students, $28,580 at 36 months; $21,440 at 48 months; $14,300 at 60 months; 7,160 at 72 months and equipment and improvements transferred to Associated Students at no cost at 84 months.

Based on the scoring and the proposed site improvements in the lower level of the student union, the committee was unanimous in its recommendation that Jazzland Coffee Company receive the contract.

The following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees hereby accepts the bid of and awards a contract to Jazzland Coffee Company to provide a specialty food and coffee service in the lower level of the Student Union starting August 11, 1977 to August 1, 1998 with two one year each renewal options if mutually agreed to by District Administration, Associated Students and Contractor and granting permission to contractor to make
site improvements to the lower level of student union at no cost to the District to accommodate the proposal design, and

FURTHER BE IT RESOLVED: the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such a contract on behalf of the Associated Students and City College of San Francisco.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Stephen J. Herman
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970424-B6  
Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges (COCCC), Office of Economic Development: 1) Worksite Experience for Vocational Faculty, Counselors and Placement Staff, July 1, 1997 to June 30, 1998, $99,875.  

President and Members:  

Assembly Bill 3512, Chapter 805, Statutes of 1994, established the basis for Economic Development as a part of the State Chancellor's Office California Community Colleges. Through this, the State Chancellor's Office is working to advance California's economic growth and global competitiveness through quality education and services focusing on continuous workforce improvement, technology and business development.  

The Worksite Experience for Faculty, Counselors and Placement Staff grant will provide funds to conduct in-service training for thirteen (13) vocational instructors and counselors with up-to-date training in industry settings in order to upgrade their skills and competencies in new and rapidly changing areas. City College has participated in this Vocational In-Service Training program for a number of years. The selection of faculty interns was based on established procedures.  

To qualify for these funds, Districts must make a commitment to a total match of at least a one-to-one ratio. This match may take the form of a combination of district and private sector funds.  

The following resolution is recommended for adoption:  

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized  

1) to submit an application for funds and 2) to appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges (COCCC), Office of Economic Development: 1) Worksite Experience for Vocational Faculty, Counselors and Placement Staff, July 1, 1997 to June 30, 1998, $99,875.
FURTHER BE IT RESOLVED: That upon approval by Chancellor's Office California Community Colleges (COCCC) with the condition that the terms of the contract are not significantly amended and in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriations are made in the General Fund, Part B - Restricted to cover the following project for the period July 1, 1997 through June 30, 1998.

**Income From State Sources:**

Chancellor's Office California Community Colleges, Economic Development

Worksite Experience for Vocational Faculty, Counselors and Placement Staff Grant $99,875

**Expenditures:**

- Certificated Salaries $88,920
- Employee Benefits 7,114
- Indirect Costs 3,841
- **Total** $99,875

**In-Kind Matching Funds:**

- City College of San Francisco $15,312
- Private Industry 87,380
- **Total** $102,692

Of this $15,312, a total of $1,693 is from the Unreserved, General Funds of the District, the remaining $13,619 are from VATEA Funds.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget on the accounts of the SFCCD and to submit any and all reports required by the California Community Colleges in the administration of said programs.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Frances Lee
Subject: Resolution No. 970424-B7
Authorization to contract with Reineck & Reineck to design new maps to better serve all CCSF students, and particularly those with disabilities at a total cost not to exceed $8,827.

Presidents and Members
Since its establishment in 1972 as a subsidiary of Rufus Graphics, the firm has received national and international recognition for the design of special purpose maps. Reineck & Reineck is the only designer in San Francisco specializing in 3-D maps. Clients include City of San Francisco, San Francisco Convention and Visitors Bureau, San Francisco Muni, San Francisco International Airport, AC Transit, BART, San Francisco State University, University of California campuses at San Francisco and Berkeley, and Yosemite National Park.

The project will include the following two maps:

1) a new birds-eye view map of the main campus, which clearly delineates the campus buildings in 3-D form and highlights specific information such as student parking areas, public transportation routes, handicap access directions in compliance with the Americans with Disabilities Act, etc;

2) a new map of the city of San Francisco with accompanying schematic 3-D illustrations of each of the 12 off-campus City College sites.

Both maps will require preliminary design work based on researching aerial photography; preparation of four-color process digital artwork for the main campus as well as off-campus sites on the schematic map of San Francisco; and production of final film consisting of embedded files for each map for usage in campus publications, signage and parking maps. This is a collaborative project between the Office of Public Information and the College's Graphic Communications Program. The work is scheduled for completion by June 30, 1997.
The following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees authorize a contract with Reineck & Reineck to design new maps to better serve all CCSF students, and particularly those with disabilities, at a total cost not to exceed $8,827.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Martha Lucey
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 970424-B8
Authorization to 1) contract with, and 2)appropriate funds from UAL Services, a subsidiary of United Airlines, to provide up to 134 hours of instruction up to $20,100, 16 days for facility usage up to $1,600, up to $5,550 for training materials, up to $8,335 for miscellaneous, April 1, 1997 through June 30, 1998, City College of San Francisco, Total amount not to exceed $35,585.

President and Members:

UAL Services, a subsidiary of United Airlines, has requested that City College of San Francisco provide up to 134 hours of instruction in Customer Services, Communication, Negotiation, and Executive Coaching in Fine Dining at $150 an hour, up to 16 days for facility usage at $100 a day, and up to $5,550 for training materials, up to $8,335 for miscellaneous costs.

No district match is required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor and Chief Operating Officer are hereby authorized to 1) contract with, and 2)appropriate funds from UAL Services, a subsidiary of United Airlines, to provide up to 134 hours of instruction up to $20,100, 16 days for facility usage up to $1,600, up to $5,550 for training materials, up to $8,335 for miscellaneous, April 1, 1997 through June 30, 1998, City College of San Francisco, Total amount not to exceed $35,585.

FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made to the General Fund, Part B - Restricted to cover the following project for the period April 1, 1997 through June 31, 1998.
Local Income

United Airlines $35,585

Expenditures

Instruction $20,100
Facility Usage 1,600
Training Materials 5,550
Miscellaneous 8,335

Total $35,585

FURTHER BE IT RESOLVED: That the Chancellor and Chief Operating Officer are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by UAL Services, United Airlines in the administration of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Judy Teng
REVISED 4/22/97

Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 970424-B9
Authorization to 1) contract with, and 2) appropriate funds from the Mayor’s Office of Community Development to provide up to 960 hours of instruction up to $115,200, 300 hours for Counseling and Coordination up to $30,000, 960 hours for facility usage up to $19,200, and up to $27,000 for materials and supplies, April 1, 1997 through December 31, 1998, City College of San Francisco, up to $191,400.

President and Members:

The Mayor’s Office of Community Development (MOCD) has requested City College of San Francisco to provide up to 960 hours of instruction in Basic Skills, Life Skills, Hospitality Skills and Employment Preparation Training to ninety (90) recipients who are currently receiving Temporary Assistance for Needy Families (TANF) to prepare them for full-time employment at the Waterfront Restaurant. CCSF will charge MOCD up to 960 hours at $120 per instructional hour, up to 300 hours for Counseling and Coordination at $100 per hour, up to 960 hours for facility usage at $20 per hour, and up to $27,000 for materials and supplies.

No district match is required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor and Chief Operating Officer are hereby authorized to execute 1) contract with, and 2) appropriate funds from the Mayor’s Office of Community Development to provide up to 960 hours of instruction up to $115,200, 300 hours for Counseling and Coordination up to $30,000, 960 hours for facility usage up to $19,200, and up to $27,000 for materials and supplies, April 1, 1997 through December 31, 1998, City College of San Francisco, up to $191,400.

FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made to the General Fund, Part B - Restricted to cover the following project for the period April 1, 1997 through December 31, 1998.

04/24/97 - B9 page 1
Local Income

Mayor’s Office of Community Development $191,400

Expenditures

Instruction $115,200
Counseling/Coordination 30,000
Facility Usage 19,200
Materials and Supplies 27,000

Total $191,400

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by the Mayor’s Office of Community Development in the administration of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Judy Teng
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 970424-B10
Authorization to 1) contract with, and 2) appropriate funds from the San Francisco Housing Authority, to provide up to 592 hours of instruction in GED Preparation, Basic Skills, Life Skills, and Labor Studies, up to 156 hours for project management, up to 18 hours of counseling, up to 6 hours of assessment, up to 60 hours of curriculum development, June 1, 1997 through June 30, 1998, City College of San Francisco, up to $91,140.

President and Members:

The San Francisco Housing Authority (SFHA) has requested that City College of San Francisco offer classroom instruction in Basic Skills, Life Skills and GED preparation to participants enrolled in the Youth Apprenticeship Program and to offer a Labor Studies class for 42 participants enrolled in the Urban Youth Corps and the Youth Apprenticeship Program. This one year demonstration project is funded by the Department of Housing and Urban Development through the SFHA.

CCSF will work in partnership with the San Francisco Labor Council, the Carpenter’s Local Union No. 22, and the San Francisco Conservation Corps under the coordination of the San Francisco Housing Authority.

The District will charge SFHA up to 592 hours of instruction at $120 per hour, up to 156 hours of project management at $75 per hour, up to 18 hours of counseling at $100 per hour, up to 6 hours of assessment at $100 per hour, up to 60 hours of curriculum development at $100 per hour.

No district match is required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor and Chief Operating Officer are hereby authorized to execute a contract on behalf of City College of San Francisco with the San Francisco Housing Authority to provide up to 592 hours of instruction in GED Preparation, Basic Skills, Life Skills, and Labor Studies, up to 156 hours for project management, up to 18 hours of counseling, up to 6 hours of assessment, up to 60 hours of curriculum development, June 1, 1997 through June 30, 1998, City College of San Francisco, up to $91,140, and
FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made to the General Fund, Part B - Restricted to cover the following project for the period June 1, 1997 through June 30, 1998, and

**Local Income**

SFHA $91,140

**Expenditures**

Instruction $71,040
Project Management 11,700
Counseling 1,800
Assessment 600
Curriculum Development 6,000

**Total** $91,140

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by the SFHA in the administration of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Judy Teng
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 970424-B11
Authorization to 1) contract with James W. Tamm to provide technical assistance and negotiation training for the UAL Services Project for the period April 30, 1997 through September 30, 1997 in the amount not to exceed $14,400.

President and Members:

Resolution 970424-B8 authorizes funds from the UAL Services, a subsidiary of United Airlines to provide technical and negotiation training services for the UAL Services Project. To execute this program, City College needs to draw upon the expertise of specialists from within this field.

Mr. James W. Tamm has been selected on the basis of his knowledge and experience in negotiation and his experience in conducting this kind of specialized training for high level sales executives.

The funds for the contract are from the UAL Services Training Contract. No District match needed.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District contract with James W. Tamm to provide technical assistance and negotiation training for the UAL Services Project for the period April 30, 1997 through September 30, 1998 not to exceed $14,400.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such contract on behalf of the San Francisco Community College District.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Judy Teng
04/24/97 - B11 page 1
Subject: Resolution No: 970424-B12
Authorization to (1) submit a renewal application for a grant and to (2) appropriate all funds upon approval by the Bernard Osher Foundation for the Student Internships program which provides financial support to students participating in the internship with the involvement of the Department of Health Science, Hotel and Restaurant, Child Development and Licensed Vocational Nursing Departments for the period of July 1, 1997 - June 30, 1998, not to exceed $ 80,000.

President and Members:

This resolution asks for authorization to (1) submit a renewal for a grant and to (2) appropriate all funds upon approval by the Bernard Osher Foundation to renew Student Internships program.

Funds will be used to provide financial support to students participating in internships. Stipends to be provided for students in the following programs: Community Health Workers, the Hotel and Restaurant, Child Development and Licensed Vocational Nursing (LVN).

No in-kind match or additional physical space is required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized the (1) submission of a renewal for a grant and the (2) appropriation all funds upon approval by the Bernard Osher Foundation to renew Student Internships to provide financial support to students participating in the internship with the involvement of the Department of Health Science, Hotel and Restaurant, Child Development and Licensed Vocational Nursing Departments for the period of July 1, 1997 - June 30, 1998 in the amount not to exceed $80,000

FURTHER BE IT RESOLVED: That upon approval by the Bernard Osher Foundation with the conditions and terms not significantly amended, and in accordance with the Title 5, California Code and Regulations, Section 59011, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation is to be made in the General Fund, Part B-Restricted to cover the following project for the period of July 1, 1997 - June 30, 1998, not to exceed $80,000.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record any necessary budget revision on the accounts of the SFCCD and to submit any reports required by the Osher Foundation, in the administration of the said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 970424-B13
Authorization for the approval of contract modification with Steven Spurling to provide additional matriculation research for the Office of Matriculation for the period of May 1, 1997-June 30, 1997, contract modification cost not to exceed $12,000, and the total contract not to exceed $22,000.

President and Members:

Resolution No. 960926-B15 authorized the San Francisco Community College District to retain the services of Steven Spurling to provide research on CCSF student matriculants for the cost up to $10,000.

The Office of Matriculation wishes to extend Dr. Spurling’s contract to include two additional research projects:

1. The progress of students initially assessed and placed in basic skills Mathematics classes over a period of seven semesters. The goal of the study is to see how many students attain transfer level classes during this period of time. In addition, the report would focus on differences by age, ethnicity and gender as well as by educational objective in the attainment of this goal.

2. The progress of students initially assessed and placed in basic skills ESL over a period of seven semesters. The goal of the study is to see how many students attain transfer level classes during this period of time. In addition, the report would focus on differences by age, ethnicity and gender as well as by educational objective in the attainment of this goal.

California Government Code Section 53060 reads, in part, as follows:

“The legislative body of any public or municipal corporation or district may contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial, economic, accounting, engineering, legal or administrative matters if such persons are specially trained and experienced and competent to perform the special services required.....”
The following resolution is recommended for adoption:

RESOLVED: The Board of Trustees hereby authorizes a contract modification with Steven Spurling to provide additional matriculation research for the Office of Matriculation for the period May 1, 1997 - June 30, 1997, Contract modification cost not to exceed $12,000, and the total contract not to exceed $22,000.

FURTHER BE IT RESOLVED: That the, Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute such contract modification on behalf of the San Francisco Community District.

Recommended for adoption,

Del M. Anderson
Chancellor

Originator: Nicholar Chang
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 970424-B14
Authorization to contract with YO, Inc. to provide technical assistance in the establishment of Student Information Kiosks for CCSF for the period May 1, 1997 - June 30, 1997, not to exceed $25,000.

President and members:

The Title III Student Information Kiosk project and the Office of Matriculation are requesting the authorization of a contract with YO, Inc. to provide technical assistance in the establishment of pilot student information kiosks for the Phelan Campus. The contractor will provide the technical support needed to create up to one hundred electronic pages which will be incorporated into the kiosks during the first phase of this project. The content of these pages will focus on general information for students needing to apply and register at CCSF including but not limited to:

- Campus Map
- Parking Lot Locations
- Campus Phone Directory
- Registration Add/Drop Instructions
- Building Directory
- List of Services
- Procedures for Obtaining Signatures to Drop Classes
- Hours of Service
- College Deadline Dates
- Location of Bathrooms
- Frequently Asked Questions
- Special Events
- Disabled Students Access

The total cost for this phase of the work will not exceed $25,000. The funds will be provided by the Office of Matriculation.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to contract with YO, Inc. to provide technical assistance in the establishment of Student Information Kiosks for CCSF for the period May 1, 1997 - June 30, 1997, to exceed $25,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any necessary documents in the administration of the project.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Nicholar Chang
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970424-B15
Authorization to receive bid from and award contract to the firm of Technical Applications Material Systems, for construction services for the Project: CCSF, B201-208 Bungalow Reroofing Project, located at the Phelan Campus, for a cost not to exceed $60,000.

President and Members:

The District received qualified bid proposals from construction firms, including MBE firms and the District wishes to contract with the lowest responsive bidder, for the project: CCSF, B201-208 Bungalow Reroofing Project, located at the Phelan Campus which includes removal of existing roof material and replacing it with urethane foam, and installation of flashing, drain pipes, and gutters, for a cost not to exceed $60,000. This contract will be completed on or before July 31, 1997.

This project will be charged to Appropriation Fund No. 939276-0130-6200-7100-S, and is a 1996-1997 State Deferred Maintenance Project. The District’s share is 22% and has been included in the District Budget.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to to receive bid from and award contract to the firm of Technical Applications Material Systems, for construction services for the Project: CCSF, B201-208 Bungalow Reroofing Project, located at the Phelan Campus, for a cost not to exceed $60,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or Designees are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.: 939276-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970424-B16
Authorizing the approval of Contract Modification #1, for $20,000 for Consolidated Engineering Laboratories, for project: CCSF, Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $60,000.

President and Members:

Resolution No. 960523-B12 authorized the District to contract with the firm of Consolidated Engineering Laboratories, for materials testing and construction inspection services, for the project: CCSF Stadium Renovation Project. Materials testing and construction inspection are services required by the Office of Regulation Services, Division of the State Architect. Billing will be based on actual work performed and charges will relate to hourly rates and fees for specific functions.

This Contract Modification #1, in the amount of $20,000 includes the following scope of work: materials testing and compliance with bid documents, sampling and testing concrete for strength, inspecting welding of structural steel, and general construction inspection for the Press Box and Field House Buildings. Total cost of Contract Modification #1 is $20,000 and will make the total contract amount $60,000. The contract will be completed on or about June 30, 1997.

This project will be charged to Appropriation Fund No. 939238-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of Contract Modification #1, for $20,000 for Consolidated Engineering Laboratories, for project: CCSF, Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $60,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.: 939238-0130-6200-7100-S.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson

04/24/96 - B16 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970424-B17
Authorizing the approval of Contract Modification #2, for $34,451 for Golden Bay Construction Company, for project: CCSF, Tennis Courts, located at the Phelan Campus, for a total contract cost not to exceed $350,111.

President and Members:

Resolution 961121-B13 authorized the District to contract with Golden Bay Construction Company, the lowest responsive bidder with the lowest base bid, $193,000 and lowest bids for alternates for the project: CCSF, Tennis Courts, located at the Phelan Campus. Contract Modification #2 is required because the District wishes to accept alternates for additional work bid by Golden Bay Construction Company.

This Contract Modification #2, in the amount of $34,451 includes the following scope of work: Lighting fixtures, electric controls and wiring for Tennis Courts lights. Total cost of Contract Modification #2 is $34,451 and will make the total contract amount $350,111.

This contract will be completed on or before July 31, 1997.
This project work will be charged to Appropriation Fund No. 939239-0130-6200-7100-S and is funded by a Deferred Maintenance grant consisting of State Funds and a District match.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of Contract Modification #2, for $34,451 for Golden Bay Construction Company, for project: CCSF, Tennis Courts, located at the Phelan Campus, for a total contract cost not to exceed $350,111.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.: 939239-0130-6200-7100-S.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970424-B18
Authorization for Contract Modification #5, for $61,279, with GT Construction, to cover the cost of Change Order #8, for $61,279, for the Project: CCSF, Stadium Renovation, Press Box, located at the Phelan Campus, for a total contract cost not to exceed $1,100,600,75.

President and Members:

Resolution 960725-B21 authorized the District to contract with GT Construction to build the project: CCSF, Stadium Renovation, Press Box, for a fee of $761,150. This Contract Modification #5, in the amount of $61,279 is necessary to cover the cost of various required project modifications. This contract is required to be substantially complete prior to March 1, 1997. The District has reserved the right to assess the contractor for liquidated damages at the rate of $1000 per calendar day for each day beyond February 28, 1997, that the project is not substantially complete.

This Contract Modification #5 will bring the total cost of this contract to $1,100,600,75 and will be charged to the Stadium Press Box Project Budget, Appropriation Fund No. 939243-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract Modification #5, for $61,279, with GT Construction, to cover the cost of Change Order #8, for $61,279, for the Project: CCSF, Stadium Renovation, Press Box, located at the Phelan Campus, for a total contract cost not to exceed $1,100,600,75.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to the Stadium Press Box Project Budget, Appropriation Fund No. 939243-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No.970424-B20  
Authorization to Close Wells Fargo Bank Account No. 0006-038129 called San Francisco Community College District Tax Shelter Annuity Account

President and Members:

In November 1970, the Board of Trustees authorized the district to establish a Wells Fargo checking account for the purpose of remitting to selected Tax Shelter Annuity (TSA) companies the TSA contributions of participating employees. Bank account no. 0006-038129 was established in accordance with this authorization.

The district has been issuing its own checks through Banner Finance since August 1995 to pay vendors of supplies and services. The checks are drawn against a Wells Fargo Bank commercial revolving fund, account no. 4043-116763. Checks to TSA companies to remit TSA contributions of participating employees are now also being drawn and issued against this bank account. Therefore there is no longer a need to maintain a separate bank account authorized in November 1970.

The following resolution is recommended for adoption:

WHEREAS: In November 1970, the Board of Trustees authorized the establishment of Wells Fargo Bank Account No. 0006-038129 for the purpose of remitting the Tax Shelter Annuity (TSA) contributions of participating employees;

WHEREAS: The District is now remitting TSA contributions through checks drawn and issued against a Wells Fargo commercial revolving fund, account no. 4043-116763;

THEREFORE BE IT RESOLVED: That District Administration is authorized to close Wells Fargo Bank Account No. 0006-038129 called San Francisco Community College District Tax Shelter Annuity Account;
FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating Officer are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 970424-B21
Authorization to amend a contract with Imani Cooley, for an amount not to exceed $5000.

President and Members:

The Board of Trustees approved Board Resolution 950622-B2 authorizing City College of San Francisco to submit an application for funds, and to appropriate all funds receivable upon approval by the California Postsecondary Education Commission Eisenhower State Grant Program to jointly provide a professional development program in mathematics for all SFUSD K-5 teachers during the period July 1, 1995 to June 30, 1998. In carrying out this program, the District, on behalf of this Eisenhower Math grant, has entered into contracts with a number of San Francisco Unified School District teachers, paying them for activities and services as specified in the contracts.

The current contract between the District and SFUSD teacher, Imani Cooley, specifies duties to be performed during the period May 1, 1996 to June 1, 1997 for a reimbursement not to exceed $2500.00. The program directors wish to assign her additional professional development duties and to set a new contract maximum reimbursement of $5000. Funding for the contract will come from Eisenhower Math grant funds.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to amend the contract with Imani Cooley, for an amount not to exceed $5000.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all document necessary to record this contract amendment on the accounts of the San Francisco Community College District and to submit any and all reports required by the California Postsecondary Education Commission in the administration of said program.

Recommended for adoption,

Del M. Anderson
Chancellor

Originator: Bob Manlove
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970424-B22
Authorization to enter into a contractual agreement for the
leasing of computer hardware from Hewlett Packard
Corporation for 36 months beginning April 28, 1997, at a
total cost not to exceed $626,100.

President and Members:

By Resolution No. 930728-B1, the Board of Trustees authorized a lease
purchase agreement with Hewlett Packard Corporation to obtain computer
hardware, software and related services to upgrade City College's information
processing environment from the aging Bull mainframe system to a Hewlett
Packard client/server platform running SCT Banner administrative software.
During the interim period, City College's information processing needs have
grown. Newer releases of both the Banner software and the Oracle database
require more processing capacity. A more powerful Hewlett Packard server is
necessary. Also needed are two smaller Hewlett Packard servers to provide
network security to protect critical data.

The current resolution is to lease the equipment for a period of 36 months.
At the end of the lease period, the College has the option to renew the lease, to
buy out the equipment based on its residual value, or enter into a new lease for
more up-to-date equipment. This arrangement is lower in cost than lease
purchasing and gives the College more options. The annual cost for the new HP
T-600 server and the two smaller servers would be $208,692.

The following is recommended for adoption:

WHEREAS: City College of San Francisco needs to secure computer
hardware that has the capacity to fully support all four modules of SCT's
Banner software; and

WHEREAS: Leasing of computer hardware provides the College with the
most cost effective and flexible option; and

THEREFORE BE IT RESOLVED: That the District enter into a
contractual agreement for the leasing of computer hardware with Hewlett
Packard Corporation for 36 months beginning on April 28, 1997, at a total
cost not to exceed $626,100.
FURTHER, BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designees, are hereby authorized to negotiate such a contract agreement and directed to implement this resolution.

Recommended for Adoption:

Del M. Anderson  
Chancellor

Originator:
Mamie How
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970424-B23
Authorization to enter into a contractual agreement with Integris to provide Bull mainframe data processing services from May 1, 1997 through April 30, 1999, at a total cost not to exceed $702,240.

President and Members:

By Resolution No. 960829-B7 the Board of Trustees authorized a contractual agreement between that City College and Integris, a subsidiary of Bull Information Systems, for technical support services in the area of system administration on the Bull mainframe. As Integris also provides Bull data processing services for a number of corporate clients, the ITS Department explored the feasibility of outsourcing all of the College's Bull data processing to Integris. The Bull mainframe will be supporting the Colleges’ student system through Fall 1997, and the financial aid system through mid Fall 1998, with final removal slated for mid Spring 1999.

The Integris outsourcing proposal involves moving all of the College's Bull data processing functions to the Integris data processing center in Phoenix. The printing of reports and the scheduling and submission of jobs would remain locally in the ITS Department. This change would be transparent to Bull computer users. This outsourcing would not involve any loss of ITS staff positions, as staff can now be devoted to activities on the HP systems. This outsourcing is necessary because the College cannot be guaranteed that the existing Bull equipment can be kept functional through Spring 1999. Over the past years, the aging Bull hardware has been failing and parts are becoming increasingly difficult to find. In addition, the air conditioning system which the Bull mainframe requires was due for complete replacement two years ago. The costly replacement was not done as the Bull mainframe was projected for removal.

The costs for Bull hardware and software maintenance plus Integris technical support is $329,760 for 1996-1997. We expect the typical a 10% annual increase for 1997-98. The Integris outsourcing proposal would obviate the above costs. The cost for the Integris baseline proposal is $334,400. The ITS Department proposes adding a 5% contingency $16,720 for a total of $351,120.
The following is recommended for adoption:

WHEREAS: City College needs to replace its aging Bull mainframe information processing capabilities with a reliable hardware platform to ensure support for its administrative functions; and

WHEREAS: Integris has qualified technical staff, modern Bull hardware, and experience in providing outsourcing services for data processing to institutional clients;

THEREFORE BE IT RESOLVED: That the District enters into a contractual agreement with Integris to provide Bull mainframe data processing services from May 1, 1997 through April 30, 1999, at a total cost not to exceed $702,240.

FURTHER, BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designees, are hereby authorized to negotiate such a contract agreement and directed to implement this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Mamie How
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970424-B24
Authorization to contract with Q-Image Corporation for special services to assist City College’s Information Technology Services Department (ITS) with the implementation of special network projects from April 28, 1997, through June 30, 1997 at a total cost not to exceed $8,532.

President and Members:

By Resolution No. 961121-B11 the Board of Trustees authorized a contractual agreement between City College of San Francisco and Angus-Hamer Networking to bring the College’s data network infrastructure up to industry standard so that it can handle the traffic demands of both the increased instructional usage and the projected administrative usage required by the implementation of the Banner software. Two major network changes which Angus-Hamer designed will have significant impact on the College’s network. The changes will improve the current dial-up services into the College's computer network and improve access time to the World Wide Web.

Normally, the upgrades mentioned above would be handled by ITS Department networking staff. However, the current ITS networking staff of two teleprocessing technicians are fully scheduled maintaining daily operations and working on a number of planned projects, many of which need to be completed to support the final implementation of Banner.

The two proposed projects cannot be delayed as they will make important improvements to the College's networking infrastructure which affect both services to instruction and to Banner users.

The following is recommended for adoption:

WHEREAS: City College of San Francisco has a number of network infrastructure improvement projects which must be completed to support the final implementation of Banner and to provide reliable service to instruction; and

WHEREAS: The ITS Department staff cannot handle the workload required to implement all of the network improvements; and

WHEREAS: The ITS Department has identified two projects which can easily be performed by a knowledgeable, experienced consultant, namely to implement
networking infrastructure improvements in the areas of portmaster reconfiguration to improve dial-up performance and the implementation of domain name/proxy servers; and

WHEREAS: Q-Image Corporation has forwarded the best candidate with the skills and experience for the proposed projects;

THEREFORE BE IT RESOLVED: That the District enters into a contractual agreement with Q-Image Corporation for special services to assist the City College's Information Technology Services Department (ITS) with the implementation of special network projects from April 28, 1997, through June 30, 1997 at a total cost not to exceed $8,532.

FURTHER, BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designees, are hereby authorized to negotiate such a contract agreement and directed to implement this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Mamie How
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970424-B25
Authorization to contract with Ellen Shafer as consultant for the Economic Development Plan for the period May 1, 1997 through June 30, 1997. Total not to exceed $15,000.

President and Members:

City College of San Francisco's effort to develop a comprehensive and strategic economic plan reflects its commitment to participate actively in the local economic development process and to form partnerships with industry and other stakeholders which support and promote local job creation and economic growth. In order to implement the plan, the Economic Development Team is currently hiring a consultant who will play a lead role in this interactive effort and who will expand our collaboration with industry and other partners in the targeted industries. Consultant has been screened and extended a proposed contract on the basis of her expertise in developing partnerships within industry and other stakeholders. Consultant is to be compensated at rates not to exceed the prevailing industry standards nor those determined by the contracts City College has with its employees. Total not to exceed $15,000.

CCSF's Economic Development Plan has been prepared jointly through the Office of Institution Research and Planning and the Office of Vocational Education, School of Applied Science and Technology. Funding for this contract is from the Vocational and Applied Technology Education Act (VATEA II-A) grant awarded by the Chancellor's Office, California Community Colleges. No general funds from the District are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to contract with (to be announced) as consultant for the Economic Development Plan for the period May 1, 1997 through June 30, 1997. Total not to exceed $15,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record these budgets on the SFCCD and to submit any and all reports required in the administration of said programs.

Recommended for adoption:

Del Anderson, Chancellor

Originator: Robert Gabriner

04/24/97 B25 page 1
Addition 4/23/97

Honorable Board of Trustees of the
San Francisco Community College Districts

Subject: Resolution No. 970424-B26
Accepting an Award for the SFCCD Garment
2000 Program from The American Association
of Community Colleges, U.S. Department of
Labor. The award of $10,000 and a plaque.

President and Members:

At the April 13, 1997 annual American Association of Community
Colleges’ convention held in Anaheim, California, City College of San Francisco
was recognized as an award recipient in the category of Incumbent Worker
Training and Education for their Garment 2000 program.

Garment 2000 is a strategic partnership between educators, industry,
labor and public sector. The program was launched in 1994 to strengthen small
and medium-sized apparel companies’ ability to compete in the global economy.
Services include workforce development aimed at improving the skills and
competencies of workers at all levels of production. Over 500 apparel workers
enrolled in GARMENT 2000 in 1995 and more than 10,000 participated in 1996.
GARMENT 2000 demonstrates how the community college can become a
leader in local economic development.

The following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees hereby accept the award
presented to SFCC Garment 2000 Program from The American Association of
Community Colleges, U.S. Department of Labor. The award of $10,000 and a
plaque.

Recommended for adoption:

Del M. Anderson
Chancellor

Originated By:
James Kendrix
Honorable Board of Trustees of the  
San Francisco Community College District 

Subject: RESOLUTION No. 970424 - F1 through F14  
Administrative Appointments (2 or 3 year terms) 

President and Members: 

On December 16, 1993, the Board of Trustees of the San Francisco Community College District adopted the revised administrative evaluation procedures by adopting Resolution No. 931216-S7. 

As a result thereof and in accordance with Sections A, B, or C of the Revised Administrative Evaluation Procedures, administrators who received satisfactory evaluations will receive either two or three year appointments. 

Fourteen administrators were evaluated during Fall 1996 and Spring 1997, as a result of continued administrative appointments. These administrators are: 

1. Jennifer Biehn - Dean, Student Activities 
2. Bernice Brown - Dean, Southeast and Evans Campuses 
3. Arthur Cherdack - Associate Dean, Admissions and Records (Non Credit) 
4. Frank Chong - Dean, Student Affairs 
5. Carlota Del Portillo - Dean, Mission Campus 
6. Robert Gabriner - Director, Institutional Research, Planning and Grants 
7. Steven Glick - Dean, Downtown Campus, and School of Business 
8. Sandra Handler - Dean, School of Behavioral and Social Sciences 
9. Stephen Herman - Director, Administrative Services 
10. James Kendrix - Chief Financial Officer 
11. Frances Lee - Provost 
12. Joanne Low - Dean, Chinatown Campus & School of International Education and ESL 
13. Robert Manlove - Dean, School of Science and Mathematics 
14. Gary Tom - Dean, Alemany Campus 

The following resolutions are recommended for adoption: 

Resolution No. 970424 - F1 covers an academic administrative appointment for Dean, Student Activities. 

RESOLVED: That effective July 1, 1997, Jennifer Biehn be appointed to a three-year term as Dean, Student Activities.
FURTHER BE IT RESOLVED: That this appointment shall be void if position is eliminated through administrative reorganization.

Resolution No. 970424 - F2 covers an academic administrative appointment for Dean, Southeast and Evans Campuses.

RESOLVED: That effective July 1, 1997, Bernice Brown be appointed to a three-year term as Dean, Southeast and Evans Campuses.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F3 covers an academic administrative appointment for Associate Dean, Admissions and Records (Non Credit).

RESOLVED: That effective July 1, 1997, Arthur Cherdack be appointed to a three-year term as Associate Dean, Admissions and Records (Non Credit).

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F4 covers an academic administrative appointment for Dean, Student Affairs.

RESOLVED: That effective July 1, 1997, Frank Chong be appointed to a three-year term as Dean, Student Affairs.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F5 covers an academic administrative appointment for Dean, Mission Campus.

RESOLVED: That effective July 1, 1997, Carlota Del Portillo be appointed to a three-year term as Dean, Mission Campus.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F6 covers an academic administrative appointment for Director, Institutional Development, Research & Planning.

RESOLVED: That effective July 1, 1997, Robert Gabriner be appointed to a three-year term as Director, Institutional Development, Research & Planning.
FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F7 covers an academic administrative appointment for Dean, Downtown Campus.

RESOLVED: That effective July 1, 1997, Steven Glick be appointed to a three-year term as Dean, Downtown Campus.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F8 covers an academic administrative appointment for Dean, School of Behavioral and Social Sciences.

RESOLVED: That effective July 1, 1997, Sandra Handler be appointed to a three-year term as Dean, School of Behavioral and Social Sciences.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F9 covers an academic administrative appointment for Director, Administrative Services.

RESOLVED: That effective July 1, 1997, Stephen Herman be appointed to a three-year term as Director, Administrative Services.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F10 covers an academic administrative appointment for Chief Financial Officer.

RESOLVED: That effective July 1, 1997, James Kendrix be appointed to a three-year term as Chief Financial Officer.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F11 covers an academic administrative appointment for Provost.

RESOLVED: That effective July 1, 1997, Frances Lee be appointed to a three-year term as Provost.
FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F12 covers an academic administrative appointment for Dean, Chinatown Campus & School of International Education and ESL.

RESOLVED: That effective July 1, 1997, Joanne Low be appointed to a three-year term as Dean, Chinatown Campus & School of International Education and ESL.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F13 covers an academic administrative appointment for Dean, School of Science and Math.

RESOLVED: That effective July 1, 1997, Robert Manlove be appointed to a three-year term as Dean, School of Science and Mathematics.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970424 - F14 covers an academic administrative appointment for Dean, Alemany Campus.

RESOLVED: That effective July 1, 1997, Gary Tom be appointed to a three-year term as Dean, Alemany Campus.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Recommended for Adoption
Del M. Anderson
Chancellor

Originator: Clara Starr
Regular Meeting of the
Board of Trustees of the San Francisco Community College District
City College of San Francisco
33 Gough Street, San Francisco
Thursday, May 22, 1997
Open Session - 4:30 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Approval of minutes
- March 27, 1997, Regular Board meeting.

IV. Report from Academic Senate

V. Report from Associated Students Council

VI. Report from Classified Senate

VII. Board of Trustees’ Reports

VIII. Introductions of New Staff Members

IX. Chancellor’s Report

X. Adoption of Resolutions Agenda

XI. Action on Resolutions Agenda Items

Finance (Pages 1-58)

B1 - Authorization to accept and appropriate all receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52 funded by television access funds from the City of San Francisco, a total of $13,193.08.
Appropriating $400,000 for the Cal Grant Program of the City College Financial Aid Program for the Fiscal Year 1997-1998

Appropriating $4,000 for the Cal Grant Program of the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1997-1998.

Appropriating $645,506 for the Federal Supplemental Educational Opportunity Grant Program of the City College Student Financial Aid Program, Fiscal Year 1997-1998

Appropriating $33,635 for the Federal Supplemental Educational Opportunity Grant Program of the Community College Campuses Student Financial Aid Program, Fiscal Year 1997-1998

Appropriating $545,293 for the Federal Work-Study Program of the City College Student Financial Aid Program, Fiscal year 1997-1998


Appropriating all funds receivable for the Federal Pell Grant Program of the City College Financial Aid Program for the Fiscal Year 1997-1998

Appropriating all funds receivable for the Federal Pell Grant Program of the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1997-1998

Appropriating $185,368 for the Federal Perkins Loan Program of the City College Student Financial Aid Program, Fiscal Year 1997-1998

Accepting the bid of and awarding a contract to Canteen Vending Services to provide vending machine food and services throughout the campuses starting August 1, 1997 to July 31, 2000 with 2 one year each renewal options if mutually agreed to by District Administration, Associated Students and Contractor, with a minimum guarantee of $80,000 to be paid the first year

Authorization to enter into a contractual agreement for the leasing of computer hardware from Hewlett Packard company Corporation for 36 months beginning May 23, 1997, at a total three year cost not to exceed $517,179 or annual cost not to exceed $172,393.
<table>
<thead>
<tr>
<th></th>
<th>Authorization</th>
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<tbody>
<tr>
<td>B13</td>
<td>Authorization to receive bid from and award contract to the firm of EPOS Corp for Touchtone Registration System for a cost not to exceed $140,000.</td>
</tr>
<tr>
<td>B14</td>
<td>Authorization to award contract to the firm of Touchnet Inc., for Kiosk Information System for a cost not to exceed $90,000</td>
</tr>
<tr>
<td>B15</td>
<td>Authorization to enter into a purchase agreement with the Pan Magna Group for the parcel of land commonly known as One Columbus Avenue, APN Block 195 Lots 4 and 5, a site for a permanent Chinatown/ North Beach campus contingent upon the passage of a June 3, 1997 general obligation bond issue for education, at a cost not to exceed $3,800,000, to be paid for with funds generated by the sale of general obligation bonds.</td>
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<tr>
<td>B16</td>
<td>Authorization to contract with Treadwell &amp; Rollo Inc. for environmental and geotechnical testing related to the possible purchase of a site for a permanent Chinatown/ North Beach campus during the period May 1, 1997 to August 30, 1997, at a cost not to exceed $23,000.</td>
</tr>
<tr>
<td>B17</td>
<td>Authorization to approve an amendment to a contract for special services and advice, dated January 13, 1997, for the period ending December 31, 1997, by and between the San Francisco Community College District and Jayne Hillman, an independent contractor, which increases the amount from $5,000 to $15,000.</td>
</tr>
<tr>
<td>B18</td>
<td>Authorizing contract with Vavrinek, Trine, Day &amp; Co. for auditing services for 1996-97 audit at a cost not to exceed $79,500; 1997-98 audit at a cost not to exceed $81,500; 1998-99 audit at a cost not to exceed $83,250; and one (1) option year of 1999-2000 audit at a cost not to exceed $95,000.</td>
</tr>
<tr>
<td>B19</td>
<td>Authorization for Contract Modification #5, for $88,837., with GT Construction, to cover the cost of Change Order #8, for $88,837., for the Project: CCSF, Stadium Renovation, Press Box, located at the Phelan Campus, for a total contract cost not to exceed $1,128,158.</td>
</tr>
<tr>
<td>B20</td>
<td>Authorizing the approval of final Contract Modification #6, for $3,300, including Change Order #11, for $2,668 &amp; Change Order #12, for $632, with Seto’s Construction Company, for project: CCSF, Smith Hall–Grill Alteration, for a total contract cost not to exceed $223,789.</td>
</tr>
<tr>
<td>B21</td>
<td>PULLED</td>
</tr>
<tr>
<td>B22</td>
<td>Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Chancellor’s Office of California</td>
</tr>
</tbody>
</table>
Community Colleges to develop a Vocational ESL Lab Tutorial program with the involvement of the ESL Department and the ESL program for the period of July 1, 1997 - July 31, 1998 in the amount not to exceed 18,727 B23 - Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Chancellor’s Office of California Community Colleges for the program “Preparing Students for the 21st Century: Articulation, Assessment, and Standards in Languages other than English” with the involvement of the Foreign Language Department for the period of July 1, 1997 to July 31, 1998 in the amount not to exceed $35,672

B24 - Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Fund for Instructional Improvements (FII) to develop Project SHINE: Students Helping in Naturalization of Elders with the involvement of the ESL Service Learning (Citizenship) for the period of July 1, 1997 - July 31, 1998 in the amount not to exceed $52,459

B25 - Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Fund for Instructional Improvement (FII) to develop System Think Tank Project with the involvement of Office of Research and Planning, Office of Grants, and Accounting department for the period of July 1, 1997 - June 30, 2000 in the amount not to exceed $74,824

B26 - Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended March 31, 1997.

B27 - Adoption of Recommended 1997-98 Budget

B28 - PULLED

B29 - Authorizing an increase in the health fee at City College of San Francisco for credit students from $10 to $11 per student and $8 for summer session. Students on financial aid, students in apprenticeship programs and students who rely on prayer for healing are exempt from this fee.

**Equipment, Supplies & Services (Pages 59-65)**

C1 - Procurement of equipment, supplies, services, etc., less than $3,000

C2 - Procurement of equipment, supplies, services, etc., $3,000 or more

C3 - Acceptance of Gifts
Human Resources (Pages 66-127)

F1 - Academic Administrator Sabbatical leave – Fall 1997 City College of San Francisco

F2 - Academic Administrator
Reassignment to Faculty position

F3 - PULLED

G1-11 Academic Employees, Credit Program, District Funded

H1-5 Academic Employees, Credit Program, Categorically Funded

J1-4 Academic Employees, Non-Credit Programs, Categorically Funded

K1-2 Academic Employees, Non-Credit Programs, District Funded

N1-80 Academic Employees Community Service Classes

Special (Pages 128-133)

S1 - Establishing policies and approving the total educational program of the City College of San Francisco, San Francisco Community College District as described in the 1997-98 College Catalog

S2 - Appointment Of Yvonne Z. Stoupe Award Committee

S3 - Formally electing to provide the State Teachers Retirement System Cash Balance Plan and formally adopting said Plan’s provisions

S4 - Authorizing the Board of Trustees of the SFCCD in exercising its discretion hereby grants the student member(s) all of the powers described in Section 72023.5 subdivision (b) numbers 1-4 in the California Education Code effective immediately

Informational Reports - No Action Necessary (Page 134-136)

XII. Requests to Speak

XIII. Adjournment
Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: June 25, 1997
Mission Campus
Subject: Resolution No. 970522-B1
Authorization to accept and appropriate all receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52 funded by television access funds from the City of San Francisco, a total of $13,193.08.

President and Members:
The City and County of San Francisco gives a portion of the TCI Cablevision franchise fee to support operations of the educational access Channel 52, currently operated by City College of San Francisco. These funds are given by the City and County of San Francisco to the Channel 52 account of the Foundation of City College of San Francisco. The funds are restricted to pay any operating expenses of Channel 52.

The Foundation of City College of San Francisco will donate a total of $13,193.08.

The following resolution is recommended for adoption:

WHEREAS: The educational access channel offers students important distance-education opportunities, as well as a range of valuable educational services to the College and the San Francisco Community, and

WHEREAS: The City and County of San Francisco has given $13,193.08 to the Foundation of City College of San Francisco for the purpose of operating educational access channel to assist students and provide educational programming for the City of San Francisco.

RESOLVED: That authorization be given to accept and appropriate all receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52 funded by television access funds from the City and County of San Francisco, $13,193.08.

THEREFORE BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the San Francisco Controller and the SFCCD and to submit any and all reports required by the Foundation of City College of San Francisco in the administration of said program.

Recommended for adoption:

Del M. Anderson, Chancellor

Originator: Jacqueline A.Shadko

05/22/97 - B1 page 1
Subject: Resolution No.970522-B2
Appropriating $400,000 for the Cal Grant Program of the City College Financial Aid Program for the Fiscal Year 1997-1998

President and Members:

In the California Grant Program, students are awarded Cal Grant B or Cal Grant C based on the information in their application for Federal Student Aid and the students' grade point average. The new students are sent a California Aid Report (CAR). The Student Aid Commission notifies the postsecondary institution of the maximum award per student per school year. The institution cannot control or predict with accuracy the number of students who may receive Cal Grant B or Cal Grant C at CCSF.

Beginning with the fiscal year 1994-95, California Student Aid Commission is changed its allocation procedures. To allocate the funds more efficiently, an initial allocation representing a portion of the estimated need, is made to the institution, making a supplemental submission of California Student Aid Commission documents necessary. These documents are submitted by City College of San Francisco to the California Student Aid Commission as the method of requesting additional funding.

There is no District matching contribution required for this Cal Grant Program.

SFCCCD does not apply for the funds; it is an entitlement program. It is requested that all funds receivable in this program for the fiscal year 1997-1998 be appropriated on a blanket basis.

The following resolution is recommended for adoption:

RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1997 to June 30, 1998 in the amount of the allocation contained in the California Student Aid Commission Official Authorization Letter(s).
State of California Revenues
California Student Aid Commission $400,000
Cal Grant Program

Expenditures
City College of San Francisco $400,000
Cal Grant Program

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for the 1997-98 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the California Student Aid Commission in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the state regulations of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Mira Sinco
Honorable Board of Trustees
San Francisco Community College District

Subject: Resolution No.970522-B3
Appropriating $4,000 for the Cal Grant Program of the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1997-1998.

President and Members:

In the California Grant Program, students are awarded Cal Grant B or Cal Grant C based on the information in their application for Federal Student Aid and the students' grade point average. The new students are sent a California Aid Report (CAR). The Student Aid Commission notifies the postsecondary institution of the maximum award per student per school year. The institution cannot control or predict with accuracy the number of students who may receive Cal Grant B or Cal Grant C at CCSF.

Beginning with the fiscal year 1994-95, California Student Aid Commission is changed its allocation procedures. To allocate the funds more efficiently, an initial allocation representing a portion of the estimated need, is made to the institution, making a supplemental submission of California Student Aid Commission documents necessary. These documents are submitted by S.F. Community College Campuses to the California Student Aid Commission as the method of requesting additional funding.

There is no District matching contribution required for this Cal Grant Program.

SFCCD does not apply for the funds; it is an entitlement program. It is requested that all funds receivable in this program for the fiscal year 1997-1998 be appropriated on a blanket basis.

The following resolution is recommended for adoption:

RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1997 to June 30, 1998 in the amount of the allocation contained in the California Student Aid Commission Official Authorization Letter(s).
State of California Revenues
California Student Aid Commission $4,000
Cal Grant Program

Expenditures
S.F. Community College Campuses $4,000
Cal Grant Program

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for the 1997-98 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the California Student Aid Commission in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the state regulations of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Mira Sinco
Subject: Resolution No.970522-B4
Appropriating $645,506 for the Federal Supplemental Educational Opportunity Grant Program of the City College Student Financial Aid Program, Fiscal Year 1997-1998

President and Members:

The U.S. Department of Education has allocated an award of $645,506 for the operation of the Federal Supplemental Educational Opportunity Grants Program at City College for 1997-1998. The purpose of this program is to offer students with financial need financial assistance in the form of grants, which need not be repaid, so that they may continue their college education.

Effective with fiscal year 1989 (award year 1989-1990), the institution must contribute a certain percentage of the funds awarded to its students under the FSEOG program. The federal share of FSEOG awards for 1997-1998 is 75%.

The 25% non-federal share must come from the institution's own resources, including:

* Institutional Grants and Scholarships
* Tuition and Fee Waivers
* State Scholarships, and
* Foundation or other charitable organization's funds.

The institution may carry out this match in any of three methods:
* On a program level by contributing the required percentage of funds to the program,
* On an aggregate student level by totaling all the sources of non-federal aid made available to all FSEOG recipients and demonstrating that this total meets the required percentage,
* On an individual student level.

The total program cost is $860,675 and the sources of funding are as follows:

<table>
<thead>
<tr>
<th>Source</th>
<th>Percentage</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>U.S. Department of Education (CFDA# 84:007)</td>
<td>75%</td>
<td>$645,506</td>
</tr>
<tr>
<td>Federal Supplemental Educational</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opportunity Grant</td>
<td></td>
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<tr>
<td>Required Institutional Match</td>
<td></td>
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<tr>
<td>Matching Contribution</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>25%</td>
<td>$215,169</td>
</tr>
<tr>
<td><strong>Total Program Cost</strong></td>
<td></td>
<td><strong>$860,675</strong></td>
</tr>
</tbody>
</table>
The non-federal share matching contribution will be conducted on an aggregate student level by totaling all the sources of non-federal aid made available to all FSEOG recipients and demonstrating that this total meets the required 25% match for the 1997-1998 award year.

The following resolution is recommended for adoption:

RESOLVED: That in accordance with Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1997 through June 30, 1998.

Federal Revenues
  U.S. Department of Education
    Federal Supplemental Educational Opportunity Grant $645,506

Local Revenues
  SFCCD Institutional Match $215,169

Expenditures
  Federal Supplemental Educational Opportunity Grant Credit Division $860,675

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for the 1997-98 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the said program.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mira Sinco
Honorable Board of Trustees  
San Francisco Community College District  

Subject: Resolution No.970522-B5  
Appropriating $33,635 for the Federal Supplemental Educational Opportunity Grant Program of the Community College Campuses  
Student Financial Aid Program, Fiscal Year 1997-1998  

President and Members:  

The U.S. Department of Education has allocated an award of $33,635 for the operation of the Federal Supplemental Educational Opportunity Grant Program at the Community College Campuses for 1997-1998. The purpose of this program is to offer students with financial need, financial assistance in the form of grants, which need not be repaid, so that they may continue their college education. 

For the Federal Supplemental Educational Opportunity Grant Program, the maximum Federal share of awards that an institution makes will be 75% of the amount of those grants. 

The total amount available for the program is $44,847 and the sources of funding are as follows: 

| U.S. Department of Education (CFDA #84:007) | 75% | $33,635 |
| Federal Supplemental Educational Opportunity Grant | 
| Required Institutional Match | 25% | $11,212 |
| Matching Contribution | 
| Student Financial Aid | 
| Total Program Cost | $44,847 |

The SFCCSD matching cash contribution of $11,212 will be budget in U-4900-7560-6720-S and transferred out to Financial Aid Fund. 

The following resolution is recommended for adoption: 

RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1997 to June 30, 1998.
Federal Revenues
U.S. Department of Education
Federal Supplemental Educational
Opportunity Grant  $33,635

Local Revenues
SFCCC Institutional Match  $11,212

Expenditures
Federal Supplemental Educational
Opportunity Grant Non-credit  $44,847

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for the 1997-98 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the said program.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mira Sinco
Subject: Resolution No.970522-B6
Appropriating $545,293 for the Federal Work-Study Program of the City College Student Financial Aid Program, Fiscal year 1997-1998

President and Members:

The U.S. Department of Education has allocated an award of $545,293 for the operation of the Federal Work-Study Program at City College of San Francisco. The purpose of the program is to offer students with great financial need, financial aid in the form of employment so that they may continue their education.

The College has in the past offered a portion of the Work-Study allocation to off-campus agencies so that students can get experience working in the community. Since the 1994-1995 academic year, all institutions of higher education with Title IV programs have been mandated to allocate 5% of the Federal Work-Study to community services with 75% from the federal government, 15% matching district funds and 10% matching community service agency funds.

The total amount available for the program is $727,057 and the source of funding is as follows:

**Federal Work-Study Program (CFDA# 84:033)**

<table>
<thead>
<tr>
<th>Program</th>
<th>Dept. of Education Contribution (75%)</th>
<th>College Contribution (25%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>On-Campus Program</td>
<td>$518,028</td>
<td>$172,676</td>
</tr>
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<td></td>
<td></td>
<td>$690,704</td>
</tr>
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</table>

**Community Service Program**

<table>
<thead>
<tr>
<th>Program</th>
<th>Dept. of Education Contribution (75%)</th>
<th>College Contribution (15%)</th>
<th>Community Service Contribution (10%)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$27,265</td>
<td>$5,453</td>
<td>$3,635</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>$36,353</td>
</tr>
</tbody>
</table>

**Total Program Cost** $727,057

The SFCCD matching cash contribution of $172,676 will be budget in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

The following resolution is recommended for adoption:
RESOLVED: That in accordance with the California Administrative Code, Title 5, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1997 through June 30, 1998.

Federal Revenues
   U. S. Department of Education
   Federal Work-Study Credit Program $545,293

Local Revenues
   SFCCD Institutional Match $181,764

Expenditures
   Federal Work-Study Credit Program $727,057

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for the 1997-98 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record the appropriation and to submit any and all reports requested by the U.S. Department of Education in the administration of said program.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mira Sinco
Honorable Board of Trustees  
San Francisco Community College District

Subject: Resolution No.970522-B7  
Appropriating $14,351 for the Federal Work-Study Program of the  
Community College Campuses Student Financial Aid Program,  
Fiscal year 1997-1998

President and Members:

The U.S. Department of Education has allocated an award of $14,351 for the  
operation of the Federal Work-Study Program at the Community College Campuses.  
The purpose of the program is to offer students with great financial need, financial aid  
in the form of employment so that they may continue their education.

The Campuses have in the past offered a portion of the Work-Study allocation to  
off-campus agencies so that students can get experience working in the community.  
Since the 1994-1995 academic year, all institutions of higher education with Title IV  
programs have been mandated to set aside 5% of the total Federal Work-Study  
allocation for community services, to be prorated as follows: 75% from the federal  
government, 15% matching district funds and 10% matching community service funds.

The total amount available for the program is $19,135 and the source of funding  
is as follows:

Federal Work-Study Program(CFDA# 84:033)

On-Campus Program
   Dept. of Education Contribution(75%) $13,633
   Campuses Contribution (25%)  4,545
   $18,178

Community Service Program
   Dept. of Education Contribution(75%) $  718
   Campuses Contribution (15%)  143
   Community Service Contribution (10%)  96
   $  975

Total Program Cost $19,135

The SFCCD matching cash contribution of $4,545 will be budget in U-4900-7560-6720-S and transferred out to Financial Aid Fund.

The following resolution is recommended for adoption:

RESOLVED: That in accordance with the California administrative Code, Title 5,  
Section 59011 and the Budget and Accounting Manual for California Community
Colleges, the following appropriation is made in the Student Financial Fund to cover the following project for the period July 1, 1997 through June 30, 1998.

**Federal Revenues**
- U. S. Department of Education
  - Federal Work-Study Noncredit Program $14,351

**Local Revenues**
- SFCCD Institutional Match $4,784

**Expenditures**
- Federal Work-Study Noncredit Program $19,135

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for the 1997-98 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record the appropriation and to submit any and all reports requested by the U.S. Department of Education in the administration of said program.

Recommended for Adoption:

Del M. Anderson  
Chancellor

Originator: Mira Sinco
Honorable Board of Trustees
San Francisco Community College District

Subject: Resolution No.970522-B8
Appropriating all funds receivable for the Federal
Pell Grant Program of the City College Financial
Aid Program for the Fiscal Year 1997-1998

President and Members:

In the Federal Pell Grant Program, students obtain applications at high schools, libraries, post offices, and at postsecondary institutions. Students then submit the completed application to a Federal Student Aid Processor for processing. The approved application, then called a Student Aid Report, (SAR), is sent to the student for submission by the student to the Financial Aid Office of the postsecondary institution of his or her choice. The institution cannot control or predict with accuracy the number of students who may submit SARs.

Beginning in 1980-81, the U.S. Department of Education changed its allocation procedures. To ration the fund more efficiently, the initial allocation is only a portion of the estimated need, making a supplemental submission of SAR documents necessary. These documents are submitted by City College of San Francisco to the Department of Education as the method of requesting additional funding.

There is no District matching contribution required for this Pell Grant Program.

SFCCCD does not apply for the funds; it is an entitlement program. It is requested that all funds receivable in this program for the fiscal year 1997-1998 be appropriated on a blanket basis.

The following resolution is recommended for adoption:

RESOLVED: That in accordance with Title 5, Code of California Regulations Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the StudentFinancial Aid Fund to cover the following project for the period July 1, 1997 to June 30, 1998 in the amount of the allocation contained in the U.S. Department of Education Official Authorization Letter(s).

Federal Revenues
U.S. Department of Education
Federal Student Financial Aid Program
Federal Pell Grant Program, CFDA $5,058,048
Expenditures
City College of San Francisco
Federal Pell Grant Program $5,058,048

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for the 1997-98 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Mira Sinco
Honorable Board of Trustees
San Francisco Community College District

Subject: Resolution No.970522-B9
Appropriating all funds receivable for the Federal Pell Grant Program of the S.F. Community College Campuses Financial Aid Program for the Fiscal Year 1997-1998

President and Members:

In the Federal Pell Grant Program, students obtain applications at high schools, libraries, post offices, and at postsecondary institutions. Students then submit the completed application to a Federal Student Aid processor for processing. The approved application, called a Student Aid Report, (SAR), is sent to the student for submission by the student to the Financial Aid Office of the postsecondary institution of his or her choice. The institution cannot control or predict with accuracy the number of students who may submit SARs.

Beginning in 1980-81, the U.S. Department of Education changed its allocation procedures. To ration the funds more efficiently, the initial allocation is only a portion of the estimated need, making a supplemental submission of SAR documents necessary. These documents are submitted by S.F. Community College Campuses to the Department of Education as the method of requesting additional funding.

There is no District matching contribution required for this Federal Pell Grant Program.

SFCCD does not apply for the funds; it is an entitlement program. It is requested that all funds receivable in this program for the fiscal year 1997-1998 be appropriated on a blanket basis.

The following resolution is recommended for adoption:

RESOLVED: That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1997 to June 30, 1998 in the amount of the allocation contained in the U.S. Department of Education Official Authorization Letter(s).

Federal Revenues
U.S. Department of Education
Federal Student Financial Aid Program
Federal Pell Grant Program, CFDA

$417,638
Expenditures
San Francisco Community College Campuses
Federal Pell Grant Program $417,638

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for the 1997-98 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated and budgeted for this program in accordance with the federal regulations of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Mira Sinco
Honorable Board of Trustees  
San Francisco Community College District  

Subject: Resolution No.970522-B10  
Appropriating $185,368 for the Federal Perkins  
Loan Program of the City College Student Financial  
Aid Program, Fiscal Year 1997-1998  

President and Members:  

The U.S. Department of Education has allocated to City College of San Francisco the amount of $185,368 for the operation of the Federal Perkins Loan Program for fiscal year 1997-1998. The purpose of the program is to offer loans to students who show financial need while attending City College. The loans are interest-free while students carry at least a half-time academic load at City College. The repayment period of the Federal Perkins Loan begins nine months after students cease to carry at least a half-time academic load at City College. For Direct Loans made before October 1, 1980, the repayment period begins 9 months after the borrower ceases to be at least a half-time student. For Direct Loans made on or after October 1, 1980, the repayment period begins 6 months after the student ceases to be at least a half-time student. Interest rates charged on the unpaid balance of a Perkins Loan vary according to the date on which the loan was made. For loans made:  

*before July 1, 1981, 3 percent per year  
*between July 1, 1981 and September 30, 1981, 4 percent per year  
*on or after October 1, 1981 5 percent per year  

This program, previously known as National Defense Student Loan Program and then National Direct Student Loan Program, has been in operation since 1958. 

The total program cost is $247,157 and the sources of funding are as follows:  

**U.S. Department of Education(CFDA# 84:038)**  
Federal Perkins Loan Program $185,368  

**Required Institutional Match**  
Cash Contribution: Student Financial Aid 61,789  

Total Program Cost $247,157  

The SFCCD matching cash contribution of $61,789 will be budget in U-4900-7560-6720-S and transferred out to Financial Aid Fund. 

The following resolution is recommended for adoption:  

**RESOLVED:** That in accordance with Title 5, Code of California Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the Student Financial Aid Fund to cover the following project for the period July 1, 1997 to June 30, 1998.  

05/22/97 - B10 page 1
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Revenues</td>
<td></td>
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<tr>
<td>U.S. Department of Education</td>
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</tr>
<tr>
<td>Federal Perkins Loan Program</td>
<td>$185,368</td>
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<tr>
<td>Local Revenues</td>
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<tr>
<td>SFCCD - Institutional Match</td>
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<tr>
<td>Expenditures</td>
<td></td>
</tr>
<tr>
<td>Federal Perkins Loan Program</td>
<td>$247,157</td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: Such appropriation shall be increased or decreased in accordance with the amount made available for the 1997-98 by cash receipts or allocations from United States of America and/or the State of California or by amounts carried over from the prior fiscal year.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this appropriation and to submit any and all reports required by the U.S. Department of Education in the administration of said program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated for this program in accordance with the federal regulations of the program.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mira Sinco
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522-B11
Accepting the bid of and awarding a contract to Canteen Vending Services to provide vending machine food and services throughout the campuses starting August 1, 1997 to July 31, 2000 with two one-year renewal options if mutually agreed to by District Administration, Associated Students and Contractor, with a minimum guarantee of $80,000 to be paid the first year

President and Members:

After a review of bids in 1992, the District signed an agreement with Service America to provide snack food and beverages in automatic vending machines at eight campus locations and Gough Street. The agreement, signed October 11, 1992 was in effect until August 16, 1995, with the possibility of two optional one-year extensions granted by mutual consent.

Subsequently, Service America was purchased by ARAMARK. By Board Resolutions No. 950525-B15 and No. 960425-B13, the Governing Board approved two optional one-year extensions for ARAMARK.

In the Fall 1996 semester, a new Request for Proposals was developed and at the beginning of January, 1997, the District solicited proposals on behalf of the Associated Students from vending businesses known to the District who provide such snack and beverage services through vending machines and advertised a public notice two weeks in the Independent Newspaper. In answer to the request, proposals were received from the following vendors:

1. Action Vending   4. Delicor
2. ARAMARK         5. Global Vending
3. Canteen          6. T.D. Rowe

Points of comparison among the bids were:
1. Minimum commission for Phelan
2. Minimum commission for other Campuses combined
3. Percent of gross sales
4. Volume of annual vending in San Francisco
5. Number of years in vending machine business
6. Physical appearance of machines
7. Proposed menu of items and prices
Additionally, the proposal asked if the vendor was willing to provide a signing bonus to the Associated Students and if the business was minority or woman owned. These questions were not scored.

Bids were reviewed by a representative committee comprised of four students and two administrators: Stephen J. Herman, Director of Administrative Services, Jennifer Biehn, Dean of Student Activities, Alice Shvarts, Student Trustee and Chair of Executive Committee, Carmelo San Mames, Phelan Campus student Representative, Nataly Vayn, Phelan Campus student Representative and Kareen Kobler, John Adams student Representative.

Canteen made the best overall proposal which offered 1) a reduction in current prices for students 2) the highest percent of gross sales at the pricing level chosen by Associated Students 3) new and better vending machines 4) a minimum guarantee of $80,000 for the first year and 5) a commitment to work cooperatively with the campuses to address the diverse food requests in the various communities. Based on the proposal and presentation, the committee unanimously recommends that Canteen receive the contract.

The following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees hereby accepts the bid of and awards a contract to Canteen Vending Services to provide vending machine food and services throughout the campuses starting August 1, 1997 to July 31, 2000 with two one-year renewal options if mutually agreed to by District administration, Associated Students and Contractor, with a minimum guarantee of $80,000 to be paid for the first year of service

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such a contract on behalf of the Associated Students and City College of San Francisco

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Stephen J. Herman
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522-B12
Authorization to enter into a contractual agreement for the leasing of computer hardware from Hewlett Packard Company Corporation for 36 months beginning May 23, 1997, at a total three-year not to exceed $517,179, or annual cost not to exceed $172,393.

President and Members:

By Resolution No. 930728-B1, the Board of Trustees authorized a lease purchase agreement with Hewlett Packard Corporation to obtain computer hardware, software and related services to upgrade City College’s information processing environment from the aging Bull mainframe system to a Hewlett Packard client/server platform running SCT Banner administrativesoftware. During the interim period, City College’s information processing needs have grown. Newer releases of both the Banner software and the Oracle database require more processing capacity. A more powerful Hewlett Packard server is necessary. Also needed are two smaller Hewlett Packard servers to provide network security to protect critical data.

The current resolution is to lease the equipment for a period of 36 months. At the end of the lease period, the College has the option to renew the lease, to buy out the equipment based on its residual value, or enter into a new lease for more up-to-date equipment. This arrangement is lower in cost than lease purchasing and gives the College more options. The annual lease for the new HP T-600 server and the two smaller servers would be $172,393.

Bids for the lease of this equipment were solicited via advertisements placed in City and County of San Francisco Purchasing Department Bid and Contract Opportunities Newsletter dated April 30, 1997 and May 7, 1997 and the The Independent Journal of May 1, 1997 and May 8, 1997. The vendor was selected from the three responsive lowest bidders per requirements of Education Code.

The following is recommended for adoption:

WHEREAS: City College of San Francisco needs to secure computer hardware that has the capacity to fully support all four modules of SCT's Banner software; and
WHEREAS: Leasing of computer hardware provides the College with the most cost effective and flexible option; and

THEREFORE BE IT RESOLVED: That the District enter into a contractual agreement for the leasing of computer hardware with Hewlett Packard Company Corporation for 36 months beginning on May 23 1997, at a total three year cost not to exceed $517,179, or annual cost not to exceed $172,393.

FURTHER, BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designees, are hereby authorized to negotiate such a contract agreement and directed to implement this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Mamie How
Subject: Resolution No. 970522- B13
Authorization to receive bid from and award contract to the firm of EPOS Corp for a touchtone Registration System for a cost not to exceed $140,000.

President and Members:
City College of San Francisco is moving information processing from the aging Bull mainframe system to the SCT Banner administrative information systems operating on a Hewlett-Packard system. Consequently, the touchtone registration system must also be moved from the Bull environment to the Hewlett-Packard environment. Furthermore the College wishes to provide additional and improved services, such as credit card payment of fees, to students. The District received qualified bid proposals from information technology firms and wishes to contract with the lowest responsive bidder, EPOS Corp, for the Project: Touchtone Registration System.

Funding for this project will be provided by the Municipal Leasing Corporation finance agreement through West America Bank. The lease payments will be paid with telephone registration fees generated by users of the registration system.

The following resolution is recommended for adoption:

WHEREAS: City College of San Francisco wishes to provide expanded and improved touchtone services to students; and

THEREFORE BE IT RESOLVED: That authorization be and is hereby given to receive bid from and award contract to the firm of EPOS Corp for a Touchtone Registration System for a cost not to exceed $140,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designees, are hereby authorized to negotiate such a contract agreement and directed to implement this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Robert Balestreri
05/22/97 - B13 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522- B14
Authorization to award contract to the firm of Touchnet, Inc., for a Kiosk Information System for a cost not to exceed $90,000

President and Members:

City College of San Francisco is participating in a Federal Title III Grant. A component of the grant is to provide students with improved access to information. To facilitate access to information the College is planning to install three information kiosks at the Phelan Campus. The District received qualified bid proposals from information technology firms and District wishes to contract with the lowest responsive bidder, Touchnet, Inc., for the Project: Kiosk Information System. Funds for this project will be paid from the Title III grant.

The following resolution is recommended for adoption:

WHEREAS: City College of San Francisco desires to improve access to information for students; and

THEREFORE BE IT RESOLVED: That authorization contract with the firm of Touchnet Inc., for a Kiosk Information System for a cost not to exceed $90,000.

FURTHER, BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designee, are hereby authorized to negotiate such a contract agreement and directed to implement this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970522-B15
Authorization to enter into a purchase agreement with the Pan Magna Group for the parcel of land commonly known as One Columbus Avenue, APN Block 195 Lots 4 and 5, a site for a permanent Chinatown/ North Beach campus contingent upon satisfaction of all conditions in the purchase agreement, including but not limited to the passage of the June 3,1997 general obligation bond issue for education, at a cost not to exceed $3,800,000, to be paid for with funds generated by the sale of general obligation bonds.

President and Members:

On October 24, 1996 the Board of Trustees adopted Resolution No. 961024 - S6 to authorize the purchase of property upon which to construct a permanent facility for the Chinatown/North Beach Campus. On May 9, 1997 the Chief Operating Officer signed a purchase agreement on behalf of the San Francisco Community College District to acquire the property located at One Columbus Avenue from the Pan Magna Group for such a purpose, contingent upon Board approval and upon the passage of a general obligation bond issue for education on the June 3, 1997 ballot.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District enter into a purchase agreement with the Pan Magna Group for the parcel of land commonly known as One Columbus Avenue, APN Block 195 Lots 4 and 5, a site for a permanent Chinatown/ North Beach Campus, contingent upon satisfaction of all conditions in the purchase agreement, including but not limited to the passage of the June 3,1997 general obligation bond issue for education, at a cost not to exceed $3,800,000, to be paid for with funds generated by the sale of general obligation bonds.

05/22/97 B15 page 1
FURTHER BE IT RESOLVED: That Board of Trustees authorizes the transfer of $100,000 from the District's General Fund - Unrestricted Designated Reserve, into an escrow account for the purpose of placing a deposit on this property, which shall be reimbursed by sale of general obligation bonds.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to execute those documents that are necessary for this purchase agreement.

Recommended for adoption:

Del M. Anderson

Originator
Peter Goldstein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522-B16
Authorization to contract with Treadwell & Rollo Inc. for environmental and geotechnical testing related to the possible purchase of a site for a permanent Chinatown/North Beach campus during the period from May 1, 1997 to August 30, 1997, at a cost not to exceed $23,000.

President and Members:

On October 24, 1996 the Board of Trustees adopted Resolution No. 961024 – S6 to authorize the purchase of property upon which to construct a permanent facility for the Chinatown/North Beach Campus. On May 9, 1997 the Chief Operating Officer signed a purchase agreement on behalf of the San Francisco Community College District to acquire property from the Pan Magna Group for such a purpose, contingent upon Board approval and upon the passage of a general obligation bond issue for education on the June 3, 1997 ballot. While the site has passed preliminary tests indicating that no underground toxins are present, the District will conduct further tests for underground toxins this month. To accomplish this it is necessary to contract with a firm that specializes in the activity. The cost of the testing will be credited toward the purchase of the property. In the event the District does not purchase the property, the District and the seller will each pay 50 percent of the cost of the testing.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District contract with the firm of Treadwell & Rollo Inc. for environmental and geotechnical testing related to the possible purchase of a site for a permanent Chinatown/North Beach campus during the period May 1, 1997 to August 30, 1997, at a cost not to exceed $23,000, to be reimbursed from the proceeds of the June 3, 1997 bond issue to the extent legally permissible

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Recommended for adoption:

Del M. Anderson

Originator
Peter Goldstein
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No.970522-B17  
Authorization to approve an amendment to a contract for  
special services and advice, dated January 13, 1997, for the  
period ending December 31, 1997, by and between the San  
Francisco Community College District and Jayne Hillman, an  
independent contractor, which increases the amount from  
$5,000 to $15,000.

President and Members:

On December 19, 1996, the Board of Trustees adopted a resolution which  
authorized the execution and submission of Standard Grant Agreement, C96-  
0117, and appropriation of all funds received upon approval by the California  
Trade and Commerce Agency to provide continued funding for the SBDC for the  
period January 1, 1997 to December 31, 1997. On March 27, 1997, the Board of  
Trustees adopted a resolution which approved a contract for special services  
and advice for Jayne Hillman, an independent contractor, in the amount of  
$5,000. In order to accomplish the SBDC’s mission to increase local economic  
development by providing business counseling and training to small business  
owners, the SBDC is in the process of increasing its capacity to perform  
business counseling with more small business owners and is developing and  
implementing new specialized training workshops.

The anticipated business counseling, marketing, and outreach assistance  
to be performed by Jayne Hillman, an independent contractor, will substantially  
aid the SBDC in reaching its 1997 contract milestones for in-depth one-on-one  
counseling. It will increase the depth and expertise of the SBDC counseling  
team.

No District Fund Needed.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer,  
and/or their designees, are hereby authorized to approve an  
 amendment to the contract for special services and advice,  
dated January 13, 1997, for the period ending December 31,  
1997, by and between the San Francisco Community  
College District and Jayne Hillman, an independent  
contractor, which increases the amount of said contract from  
$5,000 to $15,000.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this budget amendment on the accounts of the Controller and the SFCCD and to submit any and all reports required by the State Chancellor’s Office in the administration of said program.

Recommended for Adoption:

Del M. Anderson  
Chancellor

Originator: Steven Glick
Honorable Board of Trustees of the
San Francisco Community College Districts

Subject: Resolution No. 970522-B18
Authorizing contract with Vavrinek, Trine, Day & Co. for auditing services for 1996-97 audit at a cost not to exceed $79,500; 1997-98 audit at a cost not to exceed $81,500; 1998-99 audit at a cost not to exceed $83,250; and one (1) option year of 1999-2000 audit at a cost not to exceed $95,000.

President and Members:

On March 28, 1997, Request for Proposals were mailed to all who had submitted proposals for the audit for 1993-94, 1994-95 and 1995-96; all who had requested since then to be notified when the SFCCD required auditing services; and four of the “Big Six CPA Firms”. The closing date was established as April 15, 1997 in order to have a recommendation for the April 24 board meeting.

The closing date for receipt of proposals was April 15, 1997 at 4:00 p.m.
The proposals received, in price order (total for three years), were as follows:

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Vavrinek, Trine, Day, &amp; Co.</td>
<td>$ 79,500</td>
<td>$ 81,500</td>
<td>$ 83,250</td>
<td>$ 95,000</td>
</tr>
<tr>
<td>Vargas and Company</td>
<td>$123,500</td>
<td>$127,900</td>
<td>$133,000</td>
<td>$138,200</td>
</tr>
</tbody>
</table>

Each proposal was reviewed based on the following criteria:

- Audit Experience (Community Colleges, Education and Government).
- Engagement Staffing Plan
- MBE/WBE/LBE Participation
- Special Services and Assistance Available to Clients
- Overall Proposal

The recommendation was unanimous that Vavrinek, Trine, Day & Co. receive the contract

The following resolution is recommended for adoption:
RESOLVED: That the SFCCD contract with Vavrinek, Trine, Day, & Co., for auditing services for 1996-97 audit at a cost not to exceed $79,500; 1997-98 audit at a cost not to exceed $81,500; 1998-99 audit at a cost not to exceed $83,250; and one (1) option year of 1999-2000 audit at a cost not to exceed $95,000.

FURTHER BE IT RESOLVED: Authorization is hereby given to contract with Vavrinek, Trine, Day & Co. for auditing services for the 1996-97 audit at a cost not to exceed $79,500; 1997-98 audit at a cost not to exceed $81,500; 1998-99 audit at a cost not to exceed $83,250; and one (1) option year for the 1999-2000 audit at a cost not to exceed $95,000.

Recommended for adoption:

Del A. Anderson
Chancellor

Originated By:

James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522-B19
Authorization for Contract Modification #5, for $126,446 (credit), with GT Construction, to cover the cost of Change Order #8, for $88,837 and Change Order #9, credit for $215,283, for the Project: CCSF, Stadium Renovation, Press Box, located at the Phelan Campus, for a total contract cost not to exceed $912,876.

President and Members:

Resolution 960725-B21 authorized the District to contract with GT Construction to build the project: CCSF, Stadium Renovation, Press Box, for a fee of $761,150. This Contract Modification #5, in the amount of $126,446 (credit), is necessary to cover the cost of Change Order #8 and #9.

Change Order #8 includes: a) Modification of building system as a result of Office of Regulation Services review, $7,629.; b) Interior painting of Press Box area, $8,852.; c) Steel ceiling panels for Press Box, $11,763.; d) Installation of manholes and transformers at Press Box, $18,472.; e) Installation of electrical outlets at camera platforms and roof, $1,457.; f) Floor leveling at Press Box, $5,640.; g) Modification of entry pier foundation, $5,343.; h) Irrigation at Press Box, $2,123.; i) Two security gates at Press Box, $6,922.; j) Additional lighting at Press Box, $3,760.; k) Installation of wall furring at Press Box, $14,310.; l) Installation of stainless steel sink and two (4 plex) electrical outlets at the food service area, $2,565.

Change Order #9 includes: a) Rescind change order #3 for $165,434 (credit) for the construction of the field house structure; b) Credit for equipment $9,849; c) Credit for liquidated damages $40,000.

This Contract Modification #5 will bring the total cost of this contract to $912,876. and will be charged to the Stadium Press Box Project Budget, Appropriation Fund No.939243-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract Modification #5, for $126,446 (credit), with GT Construction, to cover the cost of Change Order #8, for $88,837 and Change Order #9, credit for $215,283, for the Project: CCSF, Stadium Renovation, Press Box, located at the Phelan Campus, for a total contract cost not to exceed $912,876.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to the Stadium Press Box Project Budget, Appropriation Fund No. 939243-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522-B20
Authorizing the approval of final Contract Modification #6, for $3,300, including Change Order #11, for $2,668 & Change Order #12, for $632, with Seto's Construction Company, for project: CCSF, Smith Hall--Grill Alteration, for a total contract cost not to exceed $223,789.

President and Members:

Resolution 960523-B13 authorized the District to contract with Seto’s Construction Company for the project: CCSF, Smith Hall--Grill Alteration, at a cost of $162,500. Contract Modification #6 is necessary to cover the cost of additional work for Change Order #11: Repairs to the linoleum floor, $2,668.; Change Order #12: Installation of pipelines for capuccino machine drainage, $632.

This project is funded by a combination of State Deferred Maintenance funds ($20,000.), State Hazardous Materials funds ($80,000.), State Instructional Equipment Grant ($111,000.), and District funds ($71,500.). This Contract Modification #6 will bring the total contract for this project to $223,789.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of the final Contract Modification #6, for $3,300, including Change Order #11, for $2,668 & Change Order #12, for $632, with Seto’s Construction Company, for project: CCSF, Smith Hall--Grill Alteration, for a total contract cost not to exceed $223,789.

FURTHER BE IT RESOLVED: That the authorization be and is hereby given to the Chancellor, Chief Operating Officer, and/or their designee to execute the contracts on behalf of the District and to charge said contract to Appropriation No.939206-7138-5690-0500-C.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Subject: Resolution No. 970522-B21
Authorization to receive bid from and award contract to the firm of Company X, a possible MBE/WBE firm and the lowest responsive bidder for construction services for the Project: CCSF, Central Shops & Warehouse Facility, at a cost not to exceed $4,600,000.

President and Members:

The District received qualified bid proposals from several construction firms, including MBE, WBE and LBE firms, for the project: CCSF, Central Shops & Warehouse Facility. The project includes construction of a new 22,000 square foot Central Shop Facility, consisting of two buildings. The site is adjacent to the lower playing field at the Phelan Campus. The building will include new offices for Facilities Planning and Buildings and Grounds, and new shops for gardeners, locksmith, carpentry, machine and plumbing, electrical, and gas mitigation of methane gas found in the soil. The project will also include an ancillary storage building, paved parking and related site work. The project further includes remodeling the existing Warehouse Facility at 1960 Carroll Avenue, San Francisco. This consists of structural reinforcement work, reroofing, accessibility improvements, modifications to the property line wall, and fire protection system.

The District wishes to contract with the firm of Company X, the lowest responsive bidder at a cost not to exceed, $4,600,000. This contract will be completed on or about August 31, 1998.

This contract will be charged to Capital Outlay Fund Appropriation No. 929020-0130-6200-7100-S. This project is 100% State funded and no District funds are required.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to receive bid from and award contract to the firm of Company X, a possible MBE/WBE firm and the lowest responsive bidder for construction services for the Project: CCSF, Central Shops & Warehouse Facility, at a cost not to exceed $4,600,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to the Appropriation Fund No. 929020-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson, Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson

05/22/97 - B21 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 970522-B22
Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Chancellor’s Office of California Community Colleges to develop a Vocational ESL Lab Tutorial program with the involvement of the ESL Department and the VESL program for the period of July 1, 1997 - July 31, 1998 in the amount not to exceed $18,727

President and Members:

This resolution requests an authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Chancellor’s Office of California Community Colleges to develop a Vocational ESL Lab Tutorial program.

There are over 20,000 students enrolled in the ESL non-credit program. The program proposing an open-entry/open-exit non-credit lab course in which students would study self-paced, individualized VESL learning modules and practice vocational language in small group tutorials. The students in this VESL lab class are expected to achieve a level of English proficiency that will allow them to enter vocational classes/programs.

The total of the grant is $18,727 for the time period of July 1, 1997 - July 31, 1998. District is required to provide $13,327 in-kind match. Additional physical space will be provided in the ESL computer lab in the Downtown Campus. The San Francisco Community College District is the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Chancellor’s Office of California Community Colleges to develop a Vocational ESL Lab Tutorial program with the involvement of the ESL Department and the VESL program for the period of July 1, 1997 - July 31, 1998 in the amount not to exceed $18,727

Expenditure

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic salaries</td>
<td>$13,338</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>$2,668</td>
</tr>
<tr>
<td>Supplies and materials</td>
<td>$2,000</td>
</tr>
<tr>
<td>Total indirect cost</td>
<td>$721</td>
</tr>
<tr>
<td>Total not to exceed</td>
<td>$18,727</td>
</tr>
</tbody>
</table>

05/22/97 - B22  page 1
In-kind match expenditure

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic salaries</td>
<td>$10,745</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>$ 1,569</td>
</tr>
<tr>
<td>Supplies and materials</td>
<td>$ 500</td>
</tr>
<tr>
<td>Total indirect cost</td>
<td>$ 513</td>
</tr>
<tr>
<td>Total not to exceed</td>
<td>$13,327</td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: That upon approval by the Chancellor’s Office of California Community Colleges with the conditions and terms of the award not significantly amended, and in accordance with the Title 5, California code and Regulations, Section 59011, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation is made in the General Fund, Part B- Restricted to cover the following project for the period of July 1, 1997 to July 31, 1998 in the amount not to exceed $18,727

FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD, in the administration of the said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Joanne Low and Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 970522-B23
Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Chancellor's Office of California Community Colleges for the program “Preparing Students for the 21st Century: Articulation, Assessment, and Standards in Languages other than English” with the involvement of the Foreign Language Department for the period of July 1, 1997 to July 31, 1998 in the amount not to exceed $35,672

President and Members:

This resolution requests an authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Chancellor's Office of California Community Colleges for the program “Preparing Students for the 21st Century: Articulation, Assessment, and Standards in Languages other than English”.

The project will examine whether or not better assessment of student ability and better articulation among segments will eliminate duplication of efforts and facilitate the establishment of language consortia that will preserve the availability of a variety of language programs on a regional basis throughout California. These are significant goals to improve the effectiveness of the programs and thus the preparation of students for the future of California.

The total of the grant is $35,672 for the period of July 1, 1997, to July 31, 1998. No in-kind match or additional physical space is required. The San Francisco Community College District is the fiscal agent.

The following are partners in the project: San Francisco State University, California State University - Fullerton, California Language Teachers Association.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Chancellor's Office of California Community Colleges for the program “Preparing Students for the 21st Century: Articulation, Assessment, and Standards in Languages other than English” with the involvement of the Foreign Language department for the period of July 1, 1997 to July 31, 1998 in the amount not to exceed $35,672.

05/22/97 - B23 page 1
Expenditure
Other operating expenses & services $34,300
Total indirect cost $ 1,372
Total not to exceed $35,672

FURTHER BE IT RESOLVED: That upon the approval by the Chancellor's Office of California Community Colleges with the conditions and terms of the award not significantly amended, and in accordance with the Title 5, California code and Regulations, Section 59011, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation is made in the General Fund, Part B- Restricted to cover the following project for the period of July 1, 1997 to July 31, 1998 in the amount not to exceed $35,672

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD, in the administration of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Jacqueline Shadko
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 970522-B24
Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Fund for Instructional Improvements (FII) to develop Project SHINE: Students Helping in Naturalization of Elders with the involvement of the ESL Service Learning (Citizenship) for the period of July 1, 1997 - July 31, 1998 in the amount not to exceed $52,459

President and Members:

This resolution requests an authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Fund for Instructional Improvements (FII) to develop Project SHINE: Students Helping in Naturalization of Elders.

City College of San Francisco and San Francisco State University (SFSU) will recruit 36 bilingual students from across disciplines. They will be trained to become “citizenship coaches” and place them in citizenship classes at senior centers as tutors. Work study students will be hired as senior center liaisons to facilitate relationships among coaches and seniors. The aim is for both groups to gain citizenship knowledge and skills for passing the naturalizations exam, and to develop intergenerational relationships.

The total of the grant is $52,459 for the time period of July 1997 - July 1998. District is required to provide $10,760 in-kind match. No additional physical space is required. The San Francisco Community College District is the fiscal agent.

Project SHINE is a joint project between CCSF and SFSU

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to (1) submit an application for a grant and (2) appropriate all funds upon approval by the FII to develop Project SHINE: Students Helping in Naturalization of Elders with the involvement of the ESL Service Learning (Citizenship) for the period of July 1, 1997 - July 31, 1998 in the amount not to exceed $52,459
### Expenditure

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic salaries</td>
<td>$20,173</td>
</tr>
<tr>
<td>Classified salaries</td>
<td>$2,608</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>$ 465</td>
</tr>
<tr>
<td>Supplies and materials</td>
<td>$ 1,535</td>
</tr>
<tr>
<td>Other operating expenses</td>
<td>$25,660</td>
</tr>
<tr>
<td>Total indirect cost</td>
<td>$ 2,018</td>
</tr>
<tr>
<td>Total not to exceed</td>
<td>$52,459</td>
</tr>
</tbody>
</table>

### In-kind match expenditure

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital outlay</td>
<td>$ 750</td>
</tr>
<tr>
<td>Other outgo</td>
<td>$10,010</td>
</tr>
<tr>
<td>Total not to exceed</td>
<td>$10,760</td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: That upon the approval by FII with the conditions and terms of the award not significantly amended, and in accordance with the Title 5, California code and Regulations, Section 59011, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation is made in the General Fund, Part B- Restricted to cover the following project for the period of July 1, 1997 to July 31, 1998 in the amount not to exceed $52,459

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD, in the administration of the said program.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Joanne Low and Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 970522-B25
Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Fund for Instructional Improvement (FII) to develop System Think Tank Project with the involvement of Office of Research and Planning, Office of Grants, and Accounting department for the period of July 1, 1997 - June 30, 2000 in the amount not to exceed $74,824

President and Members:

This resolution requests an authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the the Fund for Instructional Improvement (FII) to develop System Think Tank Project.

The funds will allow FACCC to create a System Think Tank. The mission of the Think Tank will be to create a non-partisan environment where scholars can research and make recommendations on community college issues and policies independent of organizational and segmental constraints. The goal is to promote changes in California Community College policy that will benefit students and improve the ability of the system to serve the needs of the state. The program will identify, establish and test model programs.

The total of the grant is $74,824 for the time period of July 1, 1997 - June 30, 2000. District is required to provide $56,550 in-kind match. No additional physical space is required. The San Francisco Community College District is the fiscal agent.

System Think Tank is a joint project between City College of San Francisco and Faculty Association of California Community Colleges

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to (1) submit an application for a grant and (2) appropriate all funds upon approval by the FII to develop System Think Tank Project with the involvement of Office of Research and Planning, Office of Grants, and Accounting department for the period of July 1, 1997 - June 30, 2000 in the amount not to exceed $74,824
### Expenditure

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional salaries</td>
<td>$2,750</td>
</tr>
<tr>
<td>Noninstructional salaries</td>
<td>$1,750</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>$  675</td>
</tr>
<tr>
<td>Other outgo</td>
<td>$66,771</td>
</tr>
<tr>
<td>Total indirect cost</td>
<td>$  2,878</td>
</tr>
<tr>
<td>Total not to exceed</td>
<td>$74,824</td>
</tr>
</tbody>
</table>

### In-kind match expenditure

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Noninstructional salaries</td>
<td>$54,750</td>
</tr>
<tr>
<td>Supplies and materials</td>
<td>$  1,800</td>
</tr>
<tr>
<td>Total not to exceed</td>
<td>$56,550</td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: That upon the approval by FII with the conditions and terms of the award not significantly amended, and in accordance with the Title 5, California code and Regulations, Section 59011, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation is made in the General Fund, Part B- Restricted to cover the following project for the period of July 1, 1997 to June 30, 2000 in the amount not to exceed $74,824.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD, in the administration of the said program.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College Districts

Subject: Resolution No. 970522-B26
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended March 31, 1997.

President and Members:

Title V of the California Code of Regulations, Section 58310 requires California’s Community College Districts to report quarterly on their financial condition. Starting with the quarter ending September 30, 1987 and quarterly thereafter, districts are required to provide to the chancellor’s office the completed form CCFS-311Q and a copy of the quarterly financial report.

In order to meet the requirement of Title V of the California Code of Regulations, Section 58310 the following resolution is recommended for adoption:

RESOLVED: That pursuant to Title V of the California Code of Regulations, Section 58310 the Quarterly Financial Status Report for the quarter ended March 31, 1997 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD

Recommended for adoption:

Del A. Anderson
Chancellor

Originated By:

James Kendrix
Honorable Board of Trustees of the
San Francisco Community College Districts

Subject: Resolution No. 970522-B27
Adoption of Recommended 1997-98 Budget

President and Members:

The California Code of Regulations requires the governing board of each community college district to hold a public hearing on the proposed budget for the ensuing fiscal year on or before the 15th day of September. In addition, the proposed budget must be made available to the public for inspection at least three days before the hearing. Furthermore, the budget cannot be adopted by the governing board of the district until after the public hearing has been held.

The proposed budget was available for public inspection from May 19, 1997 through May 22, 1997 at the District Business Office located at 33 Gough Street, San Francisco, California.

The current calculated 1997-98 General Fund - Unrestricted Recommended Expenditure Budget totals $122,329,834 and exceeds the current General Fund - Unrestricted Revenue Budget of $116,500,000 by approximately $6,829,834.

A reserve against expenditures will be implemented in the amount of $6,829,834 to ensure that expenditures do not occur at a rate which would exceed the projected level of expenditures totaling $118,370,000.

Several actions will be developed for review and implementation during Fall 1997 to further adjust anticipated expenditures with revenues approved in the 1997-98 state budget and the District's total projected resources.
The recommended budget for Fiscal Year 1997-98, as recommended by the Chancellor and submitted to the Board of Trustees for approval, is as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Fund - Unrestricted Total</strong></td>
<td></td>
</tr>
<tr>
<td>Estimated Revenues</td>
<td>$115,500,000</td>
</tr>
<tr>
<td>Add Beginning Balance</td>
<td>1,000,000</td>
</tr>
<tr>
<td>Total Estimated Revenue</td>
<td>$116,500,000</td>
</tr>
<tr>
<td>and Beginning Balance</td>
<td>1,000,000</td>
</tr>
<tr>
<td><strong>Estimated Appropriations</strong></td>
<td>$123,329,834</td>
</tr>
<tr>
<td>Less Unallocated Appropriations</td>
<td>4,959,834</td>
</tr>
<tr>
<td>Total Appropriations and Transfers for Capital Outlay</td>
<td>$118,370,000</td>
</tr>
<tr>
<td></td>
<td>$116,903,262</td>
</tr>
<tr>
<td><em>(includes a $566,000 transfer to the Capital Outlay Fund)</em></td>
<td></td>
</tr>
<tr>
<td><strong>General Fund Balance - Unreserved</strong></td>
<td></td>
</tr>
<tr>
<td>Designated Special Reserve</td>
<td>$3,150,000</td>
</tr>
<tr>
<td><strong>Block Grant (one-time funds)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>General Fund - Restricted</strong></td>
<td>$9,908,931</td>
</tr>
<tr>
<td>Cafeteria Fund</td>
<td>750,000</td>
</tr>
<tr>
<td><strong>Child Development Fund:</strong></td>
<td>$1,088,853</td>
</tr>
<tr>
<td>State Sources</td>
<td>$913,718</td>
</tr>
<tr>
<td>Federal Sources</td>
<td>175,135</td>
</tr>
<tr>
<td>Total</td>
<td>$1,088,853</td>
</tr>
<tr>
<td><strong>Capital Outlay Fund</strong></td>
<td>$566,000</td>
</tr>
<tr>
<td><strong>Financial Aid:</strong></td>
<td>$7,004,744</td>
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<tr>
<td>State Sources</td>
<td>$6,340,195</td>
</tr>
<tr>
<td>Federal Sources</td>
<td>404,000</td>
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<tr>
<td>Transfers-In</td>
<td>260,549</td>
</tr>
<tr>
<td>Total</td>
<td>$7,004,744</td>
</tr>
</tbody>
</table>
The following resolution is recommended for adoption:

PART 1 - ADOPTION OF BUDGET

Section 1 - In accordance with Title 5, California Code of Regulations, Section 58196 the Board of Trustees of the San Francisco Community College district hereby adopts the Recommended Budget 1997-98 of the San Francisco Community College District, as detailed on Community College District forms and summarized by fund, purpose, and amount as follows:

General Fund - Unrestricted Total
Estimated Revenues $115,500,000 $115,903,262
  Add Beginning Balance 1,000,000
  Total Estimated Revenue and Beginning Balance $116,500,000 $116,903,262

Estimated Appropriations $123,329,834 $123,329,836 *
  Less Unallocated Appropriations 4,959,834 6,426,574
  Total Appropriations and Transfers for Capital Outlay $118,370,000 $116,903,262

*(includes a $566,000 transfer to the Capital Outlay Fund)

General Fund Balance - Unreserved
Designated Special Reserve $3,150,000

Block Grant (one-time funds) $0

General Fund - Restricted $9,908,931
Cafeteria Fund 750,000

Child Development Fund: $1,088,853
  State Sources $913,718
  Federal Sources $175,135
  Total $1,088,853
Capital Outlay Fund $ 566,000
Financial Aid: $7,004,744
State Sources $6,340,195
Federal Sources 404,000
Transfers-In 260,549
Total $7,004,744

Section 2 Any action taken by the Board of Trustees at its meeting of May 22, 1997 shall be incorporated in the Recommended Budget 1997-98 and a copy of the Recommended Budget 1997-98 with modifications shall be placed in the official files of the Board of Trustees.

Section 3 The estimated receipts, income and revenue enumerated in the Adopted Budget are hereby appropriated to the several funds and departments indicated in the Adopted Budget for the purpose of meeting expenditure appropriations provided in the Adopted Budget. These proposed expenditure are hereby appropriated to the funds and departments enumerated in the Adopted Budget. Each department for which an expenditure appropriation is made is hereby authorized to use, in the manner provided by law, the amounts so appropriated for the purpose specified in the Adopted Budget.

Section 4 The Chancellor and Chief Operating Officer are hereby authorized to convert the budget as adopted by the Board of Trustees on Community College District forms to the official State forms prescribed by the Chancellor, California Community College; to execute, process, and file all necessary documents required by the Education Code or the California Code of Regulations; to place a copy of all budget documents in the official files of the Board of Trustees; and due to the fact that certain entries on the State forms are abased on estimates, to use the latest available information when preparing all entries concerning the 1997-98 Expenditures, and 1997-98 Income sections of the budget. All entries concerning the 1997-98 Expenditures section shall be in accordance with the total proposed expenditures included in the Recommended Budget 1997-98 as listed above.

Section 5 The Chancellor and Chief Operating Officer are also authorized to convert the budget adopted by the Board of Trustee on Community College District forms to the forms and accounts required by the San Francisco Controller; to execute all necessary budgetary documents, including current and subsequent budget transfers as required by the San Francisco Controller, provided they are within the
purposes and amounts of the budgets adopted on Community College District forms.

Section 6  The Chancellor and Chief Operating Officer are hereby authorized to withhold filing the documents described in Sections 4 and 5 above until such time as they are legally required to be filed with the local and state agencies. If after this resolution is adopted revenues in excess of the amounts anticipated in the Adopted Budget become available, such excess revenues will be budgeted in unallocated appropriation.

PART 2 - ADMINISTRATIVE PROVISIONS

Section 1  Because total appropriations contained in the Recommended Budget are based on estimated revenues which may not be fully realized, it shall be incumbent upon the Chancellor and Chief Operating Officer to review revenue estimates each month. If such revenue estimates indicate a shortage, the Chancellor and Chief Operating Officer shall freeze an equivalent amount of expenditure appropriations. These frozen appropriations may only be released if subsequent estimates indicate that the collection of the amount originally estimated is assured.

Section 2  The Chancellor and Chief Operating Officer are hereby authorized to make any transfer necessary to correct erroneous account classifications or to effect any changes in accounts made necessary by changes in the method of expenditures within the purpose of the appropriation; such as when the Board of Trustees has authorized a lump sum appropriation for a program or a project and transfers to subsidiary appropriations are required by City and County or State budgetary practices. In contrast, transfers from the unallocated appropriations to any expenditure classification shall be made only by formal resolution approved by a two-thirds vote of the members of the Governing Board as provided for in Title 5, California Code of Regulations, Section 58199; in addition transfers between major budget classifications shall be made only by a formal resolution approved by a majority of the members of the Board of Trustees as provided for in Title 5, California Code of Regulations, Section 58199. Any other transfers between subordinate accounts within a single major classification may be made by the Chancellor and Chief Operating Officer.

Section 3  The Chancellor and Chief Operating Officer are hereby authorized; first, to expend from the available funds
budgeted for any approved position; second, to transfer subject to the provisions of Title 5, California Code of Regulations, Section 58199 and expend from the available funds budgeted for personal services; and third, to transfer subject to the provisions of Title 5, California Code of Education, Section 58199 and expend from any other available budgeted funds for lump sum payments to classified employees upon death or retirement for service or separation caused by industrial accident for accumulated sick leave benefits in accordance with Civil Service Commission Rules 22, Section 22.02.B9. Provided, however, that the position held by an employee who is entitled to such lump sum payment will not be filled with either a permanent or temporary replacement until such lump sum payment has been recovered from funds budgeted for personal services, and further provided that in the event that said position must be filled immediately it may be so filled on the recommendation of the Chancellor and approval by the Board of Trustees of a resolution providing funds for the purpose.

Section 4 That the San Francisco Community College District and the San Francisco Controller are hereby authorized and directed to continue the existing special and trust funds, reserves; and the receipts in each such fund are hereby appropriated in accordance with law and the conditions under which such fund was established. The San Francisco Community College District and the San Francisco Controller are hereby authorized and directed to set up additional special and trust funds and reserves as may be created by either additional requests or under other conditions and the receipts in each fund are hereby appropriated in accordance with law for the purposes and subject to the conditions under which each fund was established.

Section 5 That whenever the San Francisco Community College District shall receive for a special purpose from the United States of America, the State of California, or from any public or semi-public agency, or from any private person, firm or corporation any money or property to be converted into money, there shall be set up in the accounting records of the San Francisco Community College District, a special fund or account evidencing the amount received and specifying the special purposes for which it has been received and for which it is held. Such an account or fund shall be maintained as long as any portion of said money or property remains. Such receipts are hereby appropriated in accordance with law for the purpose and subject to the conditions under which each receipt was received.
Section 6  Permanent certificated and classified positions continued or created by the Board of Trustees in the Adopted Budget, may be increased, decreased, or reclassified only by approval of the Chancellor and Chief Operating Officer. Funds provided in approval of the Chancellor and Chief Operating Officer be used to provide for a temporary employment when it becomes necessary to replace a permanent occupant of a position while on extended leave without pay, or for the temporary filling of a vacancy in permanent classified position. Funds provided in the Adopted Budget for permanent certificated positions may be with the approval of the Chancellor and Chief Operating Officer be transferred to other certificated positions.

Section 7  Surpluses existing in appropriations made for permanent positions in the Adopted Budget, may be transferred by the Chancellor and the Chief Operating Officer to the maximum extent feasible, into the Reserve for Contingencies or Unallocated Appropriations prior to June 1998.

Section 8  Money received as payment for damage to SFCCD automobiles or trucks, or other property, are hereby appropriated to pay the cost of repairing such equipment or property. Any excess funds, and any amount received for damaged equipment which is not be repaired shall be credited to Miscellaneous Revenues of the General Fund; provided that where the property is damaged during construction and such construction is funded from the Capital Outlay Projects Fund, the excess funds shall be credited to the specific construction project in the Capital Outlay Projects Fund.

PART 3 - GENERAL FUND - RESTRICTED

Section 1  The General Fund - Restricted portion of the SFCCD Budget contains appropriation of categorical funds from Disabled Students Programs and Services (DSPS), Matriculation, Adult Basic Education, Contract Education, Community Services, ESL - Processing Fees, International Institute, Parking Fee Fund, Grants Fiscal Services, Student Health Services, BFAP Program, and Extended Opportunity Program and Services (EOPS), Parts A & B. EOPS Part C is appropriated and expended in the Student Financial Aid Fund. Such appropriation shall be increased or decreased in accordance with the amount made available during the year 1997-98 by cash receipts or allocations from the State of California or by amounts carried over from the prior fiscal year. Within each categorical program, transfers from
unallocated amounts, transfers between accounts, and transfers between major classes are authorized to be made by the Chancellor and Chief Operating Officer to the extent permitted by the laws and regulations of the State of California.

PART 4 - CHILD DEVELOPMENT FUND

Section 1 The Child Development Fund portion of the SFCCD Budget contains appropriations of categorical funds from the Child care Food Program, the State Preschool Program, the Center-Public Child Development Program, Title IV-A “At Risk” Child Care and the Campus Child Care Bailout and Tracking. Such appropriations shall be increased or decreased in accordance with the amount made available during fiscal year 1997-98 by cash receipts or allocations from the State of California. Within each categorical program, transfers from unallocated amounts, transfers between accounts, and transfers between major classes are authorized to be made by the Chancellor and Chief Operating Office to the extent permitted by the laws and regulations of the State of California.

Recommended for adoption:

Del A. Anderson
Chancellor

Originated By:

James Kendrix
Honorable Board of Trustees of the  
San Francisco Community College Districts  

Subject: Resolution No. 970522-B28  
Authorizing contract with Vavrinek, Trine, Day & Co. for  
auditing services for 1996-97 audit at a cost not to exceed  
$79,500; 1997-98 audit at a cost not to exceed $81,500;  
1998-99 audit at a cost not to exceed $83,250; and one  
(1) option year of 1999-2000 audit at a cost not to exceed  
$95,000.

President and Members:

On March 28, 1997, Request for Proposals were mailed to all who had  
submitted proposals for the audit for 1993-94, 1994-95 and 1995-96; all who had  
requested since then to be notified when the SFCCD required auditing services;  
and four of the “Big Six CPA Firms”. The closing date was established as April  
15, 1997 in order to have a recommendation for the April 24 board meeting.

The closing date for receipt of proposals was April 15, 1997 at 4:00 p.m. The proposals received, in price order (total for three years), were as follows:

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<tbody>
<tr>
<td>Vavrinek, Trine, Day, &amp; Co.</td>
<td>$ 79,500</td>
<td>$ 81,500</td>
<td>$ 83,250</td>
<td>$ 95,000</td>
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<tr>
<td>Vargas and Company</td>
<td>$123,500</td>
<td>$127,900</td>
<td>$133,000</td>
<td>$138,200</td>
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</table>

Each proposal was reviewed based on the following criteria:

- Audit Experience (Community Colleges, Education and Government).
- Engagement Staffing Plan
- MBE/WBE/LBE Participation
- Special Services and Assistance Available to Clients
- Overall Proposal

The recommendation was unanimous that (to be named) receive the contract

The following resolution is recommended for adoption:

RESOLVED: That the SFCCD contract with Vavrinek, Trine, Day, & Co., for the annual audit of the SFCCD for fiscal year 1996-97; 1997-98; and 1999-2000; and one (1) option year of 2000-01, if mutually agreed upon (cost to be determined).
FURTHER BE IT RESOLVED: Authorization is hereby given to contract with Vavrinek, Trine, Day & Co. for auditing services for the 1996-97 audit at a cost not to exceed $79,500; 1997-98 audit at a cost not to exceed $81,500; 1998-99 audit at a cost not to exceed $83,250; and one (1) option year for the 1999-2000 audit at a cost not to exceed $95,000.

Recommended for adoption:

Del A. Anderson
Chancellor

Originated By:

James Kendrix
Honorable Board of Trustee of the
San Francisco Community College District

Subject: Resolution No.970522-B29
Authorizing an increase in the health fee at City College of San Francisco for credit students from $10 to $11 per student and $8 for summer session. Students on financial aid, students in apprenticeship programs and students who rely on prayer for healing are exempt from this fee.

President and Members:

In May of 1993, the City College of San Francisco Board of Trustees authorized a student health fee of $10 per student per semester and $7 for summer session. Education Code Section 76355 provides the governing board of a community college the option of increasing the health services fee commencing with the semester or quarter that begins after January 1, 1993 by the same percentage as the Implicit Price Deflator for State and Local Government Purchase of Goods and Services. Whenever that calculation produces an increase of one dollar above the existing fee, the fee may be increased by $1.00.

Based on calculations by the Financial and Economic Research Unit of the Department of Finance the Implicit Price Deflator Index updated each quarter has increased by $1.00 as of the first quarter of 1997. Increasing the health fee will enable the college to better cover the cost of the Student Health Service out of health fee revenue.

The following resolution is recommended for adoption:

RESOLVED: That in accordance with Education Code Section 76355, a Nonrefundable health fee of $11 per semester and $8 for summer school be charged to credit students and that the new fee schedule become effective with the 1997 Fall registration,

FURTHER BE IT RESOLVED: That the Chancellor and/or Designees are hereby authorized to execute all documents necessary to record the appropriation on the accounts of the San Francisco Controller and the SFCCD.

Recommended for adoption:

Del M. Anderson, Chancellor

Originator: Nicholar Chang
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970527-C3
Acceptance of Gifts

1) Automobile valued at $725.
2) Miscellaneous automotive repair tools and equipment valued at $14,613.
3) Computer valued at $400.

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash, (4) securities, (5) precious stones, (6) precious metals, and (7) goods other than (1) to (6) above, with a market value exceeding $1,500 be accepted by the SFCCD by a governing board resolution.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

The following resolution is recommended for adoption:

WHEREAS: the SFCCD has been tendered the following as gifts:

1. Description: 1985 Honda Prelude 5-Speed Auto
   Donor: Diane L. Hermann
   Beneficiary: Auto and Trade Skills Department
   Market Value Declared by Donor: $725.00

2. Description: Miscellaneous Auto Repair Tools and Equipment.
   Donor: Marguerite L. Flagiello
   Beneficiary: Auto and Trade Skills Department
   Market Value Declared by Donor: $14,613.00

3. Description: MacIntosh computer / LC with monitor and keyboard.
Donor: Susan Abarca
Beneficiary: John Adams Campus
Market Value Declared by Donor: $400.00

WHEREAS: Frances Lee, Provost declares that these gifts will enhance the instructional program of the San Francisco Community College District for and in the name of the San Francisco Community College District.

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described above, the Secretary of the Governing Board is directed to notify the donor of the acceptance of the gifts by the governing board.

Recommended for adoption:
Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522 - F1
Academic Administrator Sabbatical leave – Fall 1997
City College of San Francisco

President and Members:

Resolution No. 970522 - F1 covers an academic administrator’s (GARY TOM) request for a Sabbatical Leave (one semester) from the District during a portion of the 1997-98 fiscal year. Board of Trustees’ approval is required.

RESOLVED: That effective July 18, August 1, 1997 through January 2, 15, 1998, GARY TOM, be placed on Sabbatical Leave from his 1997-98 administrative position as Dean, Alemany Campus. This leave is pursuant to the provisions of the San Francisco Community College District Policy Manual 3.17.L – Sabbatical Leave.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522 - F2
Academic Administrator
Reassignment to Faculty position

President and Members:

Resolution No. 970522 - F2 covers an academic administrator’s (DIANE VERDUGO) reassignment to her faculty position.

RESOLVED: That effective 1997-98 college year, DIANE VERDUGO be reassigned to her faculty position as a counselor in the EOPS Department at City College of San Francisco.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522 - F3
Non-Educational Academic Administrator’s
Appointment, City College of San Francisco

President and Members:

Resolution No. 970522 - F3 extends an interim non-educational administrative assignment for Interim Associate Director, Operations (Office of the Chief Operating Officer). This will be a temporary appointment and the position will be re-opened during the Spring Semester 97’. All applicants will be eligible to apply for the position. Board of Trustees’ approval is required.

RESOLVED: That effective March 1, 1997 through April 30, 1997, CHARLES N. COLLINS’ appointment as Interim Associate Director, Operations (Office of the Chief Operating Officer) be extended. Salary shall be in accordance with the 1996-97 Management Salary Schedule, Classification B, Dean I/Associate Director.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees  
San Francisco Community College District

Subject: Resolution No. 970522-S1  
Establishing policies and approving the total educational program of the City College of San Francisco, San Francisco Community College District as described in the 1997-98 College Catalog

President and Members:

The Education Code Section 72283 provides that the Board of Trustees shall establish policies for, and approve, the total educational program of the community college district.

Modifications to the educational program made during the 1996-97 academic year will be reflected in the 1997-98 college catalog. Actions of the College Curriculum Committee have been provided the members of the Board of Trustees at the end of each academic semester. These include additions, revisions, deletions and deactivations of courses and programs.

All of the additions, revisions, deletions and deactivations reported to the Board appear in the 1997-98 college catalog.

The following resolution is recommended for adoption:

RESOLVED: The 1997-98 City College of San Francisc Catalog which sets forth the General Regulations and the Educational Program of the City College of San Francisco, shall be approved by the Board of Trustees of the San Francisco Community College District.

Recommended for adoption:

Del E. Anderson  
Chancellor

Originator: James E. Cagnacci
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522-S2
Appointment Of Yvonne Z. Stoupe Award Committee

President and Members:

Whereas: The Foundation of City College of San Francisco is the beneficiary of a five hundred thousand dollar ($500,000.00) gift for the establishment of a perpetual scholarship fund to be known as the Yvonne Z. Stoupe Scholarship Fund;

Whereas: The bequest from Yvonne Z. Stoupe requires that “the appointing committee shall be named by the governing body of City College of San Francisco. The appointing committee shall establish conditions for the award of this scholarship in accordance with acceptable modern standards of scholarship administration and consistent with the purpose of this fund, and shall institute rules to assure that all candidates meet and maintain appropriate academic standards.”

Whereas: Chancellor Del Anderson gave Provost Frances Lee the responsibility to establish an award committee and make a recommendation to the Board of Trustees;

Whereas: Provost Lee met with the CCSF Scholarship Committee and reached an agreement as to the composition of the award committee; and Chancellor Anderson has accepted the recommendation;

Therefore Be It Resolved:

That the Board of Trustees appoint a sub-committee to function under the Scholarship Committee and that it consist of a total of four members: an English or Romance Language instructor voted on by the CCSF Scholarship Committee; a counselor voted by the CCSF Scholarship Committee; the executor of the Yvonne Z. Stoupe Estate, Jim Sequin, or his designee; and a school dean to be appointed by the Chancellor or designee.

Recommended for adoption:

Del M. Anderson, Chancellor

Originators: Frances Lee, Provost

05/22/97 - S2 page 1
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970522-S3  
Formally electing to provide the State Teachers Retirement System Cash Balance Plan and formally adopting said Plan’s provisions

President and Members:

WHEREAS: The Board of Trustees wants to provide a retirement plan for its eligible academic employees hired to perform creditable service for less than 50 percent of the full-time equivalent for the position as provided by Part 14 of Title 1 of the California Education Code, commencing at § 26000 et seq.;

WHEREAS: The State Teachers’ Retirement System (STRS) offers such a plan, known as the Cash Balance Plan, as set forth in Part 14 of Title 1 of the California Education Code, as amended from time to time;

WHEREAS: The Board of Trustees agrees to adopt the provisions of the Cash Balance Plan offered by STRS with contribution rates as set forth in Education Code §§ 26501 and 26503;

WHEREAS: This Resolution is the result of successful consultations between the District and the American Federation of Teachers, Local 2121, about this subject;

THEREFORE, BE IT RESOLVED THAT: The Board of Trustees hereby elects by formal action to provide the Cash Balance Plan and adopt said Plan’s provisions pursuant to either action taken by the Board of Trustees under its authority or delegated by the Board of Trustees to its agent;

FURTHER BE IT RESOLVED THAT: As a result of this election and adoption, said Cash Balance Plan shall go into effect on July 1, 1997;
FURTHER BE IT RESOLVED THAT: The Chancellor and the
Chief Operating Officer, and/or their designee are hereby
authorized and directed to implement this Resolution and to submit
(a) any necessary documentation to STRS and (b) finance
resolutions to fund the implementation.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Lawrence C. Klein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970522-S4
Authorizing the Board of Trustees of the San Francisco Community College District in exercising its discretion hereby grants the student member(s) all of the powers described in Section 72023.5 subdivision (b) numbers 1-4 in the California Education Code effective immediately.

President and Members:

In December of 1993, the Board passed resolution S6 authorizing the seating of the Student Trustee as selected by the Associated Students Student Trustee Selection Committee beginning with the January 1994 regular Board meeting. In November 1995 the voter changed the Charter of the City and County of San Francisco. The change effected the composition of the members of the Board of Trustees so that the California Education Code relating to the Student Trustee became applicable to the SFCCD Board, effective July 1,1996. Ed Code 72023.5 states the student trustee...shall be chosen, and shall be recalled, by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. The students at CCSF will continue to select trustee by the Associated Students Student Trustee Selection Committee.

Ed code 72023.5 subdivision (b) states that the student trustee may do the following:
- Make and second motions
- Attend closed session, other than closed session on personnel matter or collective bargaining matters.
- Receive compensation up to the same extent as regular members.
- Serve a term of one year commencing May 15th of each year.

The Associated Students Executive Board comprised of at least 2 representatives from 7 campuses unanimously support the Ed Code section 72023.5 subdivision (b) but, also feel to fully serve the 80,000 students at 9 different campuses it is imperative that the student trustee be asked for their Advisory Vote before the Board votes on each resolution and that this Advisory Vote be recorded in the minutes.
Resolution No. 931216-S6 authorized the student trustee to be seated as selected by the Associated Student Trustee Selection Committee beginning January 1994 and Resolution No. 960523-S8 authorizes compensation of up to $3,500 a year; both will be suspended by this resolution and should therefore be rescinded.

The following resolution is recommended for adoption:

**RESOLVED:** That effective immediately the student trustee will be granted all of the powers described in Ed Code section 72023.5 (b) numbers 1-4.

**AND FURTHER BE IT RESOLVED:** That effective immediately the student trustee shall be chosen and shall be recalled, by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. **And that the students at CCSF will continue to select their student trustee by the Associated Students Student Trustee Selection Committee**

**AND FURTHER BE IT RESOLVED:** That effective immediately the student trustee shall be asked for her/his ADVISORY Vote before the Board votes on each resolution and that this Advisory Vote be recorded in the minutes.

**Recommend for adoption:**
Chancellor Del M. Anderson

**Originator:** Chancellor Del M. Anderson

The Chancellor’s name appears on this resolution only for the purpose of bringing it to the Board of Trustees for discussion.
Subject: Chancellor’s Report – May 22, 1997

Sabbatical Leaves -- FALL 1997
Academic Employees

President and Members:

The following academic employees have been granted sabbatical leaves for Fall 1997 under the SFCCD/AFT Local 2121 Contract as indicated:

1 Semester F97

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<th>APPLICANT</th>
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<td>Research</td>
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<tr>
<td>Evertsz, Alice</td>
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<tr>
<td>Garfinkle, Joan</td>
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<td>Lemus, Maurice A.</td>
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<td>Obenchain, Cynthia</td>
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<td>Piontkowski, Dennis</td>
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<td>Wong, Francisco R.</td>
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1 Year:

1 Year commencing F97

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<td>Wilde, John W.</td>
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1 Year continued in F97

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<td>Zanetto, Janet S.</td>
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SABBATICAL AWARDS – FALL 1997
Page 2

SPLITS:

SPLITS Commencing F97

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<td>Fracchia, Charles A.</td>
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<td>Roberts, Laurie</td>
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<td>Webb, Nancy</td>
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SPLITS - 2nd Half F97

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TOTAL AWARDS FALL 1997: 31
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B1
Authorization to extend the current contract with NBGS III, INC., aka New Boston Systems aka Toner consulting for special services to provide system administration consultation to City College’s Information Technology Service Department (ITS) technical staff at a cost not to exceed $40,000. for the period from July 1, 1997 up to December 31, 1997

President and Members:

The Information Technology Services (ITS) Department was authorized by Resolution Nos. 961121-B11 and 970227-B14 to contract with NBGS III, Inc., aka New Boston Systems aka Toner Consulting to provide system administration consultation for the College’s Hewlett Packard computer system. The ITS Department has been without an Hewlett Packard Unix (HPUX) system administrator since November, 1996. There is a job announcement out for a system administrator, and it is anticipated that the position will be filled by September, 1997.

By Resolution No. B970522-B12, the Board authorized the lease of a new Hewlett Packard 9000 Model T600 server. The new server requires specialized HPUX system administration expertise for initial set-up and configuration during July and August. For these reasons, it is necessary to extend the contract with NBGS III, Inc. The resolution provides for extending the contract up to December 31, 1997, in case the system administration position is not filled as quickly as expected, or the new server requires technical support for a longer period.

Funding for this resolution will be from the ITS Department general funds.

WHEREAS: The College needs to secure whatever technical support is required to ensure continued business operations in the event of technical system difficulties with the Hewlett Packard Computers,

WHEREAS: NBGS III, INC., aka New Boston System aka Toner Consulting has been providing technical staff qualified in the areas of system administration support for Hewlett Packard computers (HPUX).
THEREFORE, BE IT RESOLVED THAT: The Board of Trustees approves extension of the current contractual agreement for consulting services with NBGS III, INC., aka New Boston Systems aka Toner Consulting to provide system administration consultation to City College’s Information Technology Service Department (ITS) technical staff at a cost not to exceed $40,000 for the period from July 1, 1997 up to December 31, 1997.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mamie How
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No.970626-B2
Approval of memorandum of agreement with the San Francisco Department of Human Services in which City College of San Francisco agrees to provide classes for Foster Parent recruitment and training for the period May 1, 1997 through October 31, 1998. The College will be reimbursed for cost of services not to exceed $40,000.

President and Members:

Persuant to the approval of Board Resolution No. 960725-B16, City College of San Francisco provided classes during the Spring & Summer l996 semesters, for Foster Parent recruitment and training under a memorandum of agreement with the San Francisco Department of Human Services. The classes were conducted by the Child Development and Family Studies Department. City College of San Francisco has agreed to provide eight additional series of classes for Foster Parent recruitment and training. This memorandum of agreement covers the period May 1, 1997 through October 31, 1998. The College will be reimbursed for costs not to exceed $40,000 and will be fully compensated for all costs incurred.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to enter into an agreement between City College of San Francisco and the San Francisco Department of Human Services to provide classes in Foster Parent recruitment and training from May 1, 1997 through October 31, l998.

Income

Department of Human Services $40,000

Expenditures

Staff/faculty salaries and benefits $22,069
Office supplies, postage, & reproduction 3,340
Travel/Conference 2,760
Contract Services 2,400
Instructional supplies 2,100
Food 4,410
Administrative Cost (8%) 2,921

TOTAL $40,000
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this appropriation in the accounts of the SFCCD and to submit all reports required by the San Francisco Department of Human Services in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Sandra Handler
Subject: Resolution No. 970626-B3
Authorization to appropriate funds receivable upon approval of City College of San Francisco's 4-year extended plan for Carl D. Perkins Vocational and Applied Technology Education (VATEA Title II, Part C) Act of 1990, fourth year of four by the State Chancellor's Office, California Community Colleges, for Fiscal Year 1997-98, up to $1,046,060

President and Members:

City College of San Francisco (CCSF) receives Federal funds, authorized by the Carl D. Perkins VATEA Act of 1990, for Vocational Education. The VATEA Funds are designed to provide vocational program activities for "special populations", including people with disabilities, the economically and educationally disadvantaged, single parents, foster children, those not properly served educationally because of sex bias, and those with limited English proficiency.

CCSF has been allocated a $1,046,060 VATEA basic grant for 1997-98. A college-wide vocational education committee was formed and has made funding recommendations to appropriate the VATEA funds. The funding is consistent with the State guidelines and meets the College's program priorities.

The following resolution is recommended for adoption:

RESOLVED: in accordance with Title 5, California Code of Regulations, Section 59011, and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the General Fund, Part B - Restricted to cover the following project for the period July 1, 1997 to June 30, 1998

Federal Revenues:

Chancellor's Office $1,046,060
California Community Colleges
Carl D. Perkins VATEA Title II-C Funds

Expenditures:

06/26/97 - B3 page 1
City College of San Francisco  
Carl D. Perkins VATEA Title II-C Funds

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<td><strong>Total</strong></td>
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FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to execute this grant.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B4
Authorization to contract with M. Lee Fatherree, photographer 1) to photograph in detail the Diego Rivera Mural, 2) to provide the District with a set of 4” x 5” transparencies and negatives to own and 3) to provide the District with two photo murals, each 6’ x 20’, properly mounted, ready for installation and delivered (one) to Phelan Campus, Pierre Coste Dining Room and (one) to Mission Campus, in the amount not to exceed $7,500

President and Members:

Over the past few years, the District has accumulated money from various sources for the restoration, preservation and maintenance of the Diego Rivera Mural. Bank of America paid the District $3,000 to use three panel reproductions of the fresco mural, “Pan American Unity” for advertising images, promotional materials and a Hispanic Heritage check series. The Bank of America also donated another $7,000 to a District trust fund for the restoration, preservation and maintenance of the mural. Additionally, money has been raised through poster sales and other marketing activities related to the mural. Currently, the District has $11,704.48 available in the Mural accounts.

On December 6, 1996, the shared governance Works of Art Committee discussed a proposal and recommended to procure the services of a professional photographer to produce a high quality set of photographs in order to reproduce and “archive” the Diego Rivera Mural. The proposal includes a recommendation to mount two 6’ x 20’ images of the mural, one in the Phelan Campus Pierre Coste Dining Room and one in the Mission Campus.

Additionally, the photographs and negatives produced from the proposed activity can be incorporated into and used to enhance various college curriculum and can be used to develop a mural website in raising local, state and international awareness of the mural, as well as promoting Pan American Unity.

In the past, the District has contracted with ARTSOURCE to provide art consulting services. ARTSOURCE solicited bids from two photographers for this work and recommends M. Lee Fatherree. Mr. Fatherree gave the lower bid for this work and also has extensive experience with photographing world-class art. He is familiar with the mural and has photographed it in the past for other purposes. Given his past experience photographing the mural and his willingness to take to completion the process of producing the photographic
The following resolution is recommended for adoption:

RESOLVED: That the District contract with M. Lee Fatherree, photographer, 1) to photograph in detail the Diego Rivera Mural, 2) to provide the District with a set of 4” x 5” transparencies and negatives to own and 3) to provide the District with two photo murals, each 6’ x 20’, properly mounted, ready for installation and delivered (one) to Phelan Campus Pierre Coste Dining Room and (one) to Mission Campus, in the amount not to exceed $7,500

FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer, and/or their designees are hereby authorized to execute such contract on behalf of the San Francisco Community College District.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Stephen J. Herman
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B5
Entering into a contractual agreement with University College Television Network Corporation (UCTN) for the installation and operation of a system for display of music videos, television news and sports.

President and Members:

The following resolution is recommended for adoption:

WHEREAS: The Department of Hotel & Restaurant Operation wishes to enhance the atmosphere of the newly remodelled TasteBuds snack bar seating area in Smith Hall by offering students the opportunity to play music videos and to view hourly news and sports, and commercials, and

WHEREAS: University College Television Network (UCTN) provides such a service, and

WHEREAS: UCTN will install all necessary equipment to effectuate this service at no cost to the District, other than electrical power, and

WHEREAS: UCTN agrees to pay $500.00 every six months to the District for as long as the equipment is installed, and which shall be deposited in the cafeteria fund to help offset the deficit in that fund.

WHEREAS: UCTN and District General Counsel have drafted a mutually acceptable AGREEMENT FOR SERVICES for the installation and operation of the UCTN Model 2000 video system,

THEREFORE BE IT RESOLVED: That the District adopt the aforementioned AGREEMENT FOR SERVICE for installation and operation of the UCTN Model 2000 video system.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are authorized to take those actions necessary, including the execution of appropriate documents, to effectuate this resolution.

Recommended for adoption:

Del M. Anderson, Chancellor

Originator: Phyllis McGuire

06/26/97 - B5 page 1
Honorable Board of Trustees of the
San Francisco Community College Board

Subject: Resolution No. 970626-B6
Authorizing SFCCD contract to obtain drummer services for the Physical Education Department, North Gym, with Zeke Nealy, at the rate of $13.08 per hour, not to exceed $4,678, for the period August 18, 1997 through May 28, 1998.

President and Members:
The Physical Education Department, North Gym, City College of San Francisco, wishes to contract with Zeke Nealy, to provide drummer services for day classes and to provide drummer services for evening classes for the African-Haitian Dance classes for the school year.

It is important to have drummers because in an African-Haitian and/or traditional African dance class, an atmosphere is created which is as close as possible to all the traditional realms of African society. An attitude of unity, oneness within a community, is critical in the classroom to express traditional African dance. The live drum is important in achieving this unity. Recorded music is not a satisfactory substitute.

Execution of this contract is necessary because of special training in playing traditional rhythms for execution of African-Haitian dance. Contractor agrees and declares that he is qualified to perform such special services and that he is willing to render them.

The following resolution is recommended for adoption:

RESOLVED: That the SFCCD contract to obtain drummer services for the Physical Education Department, North Gym with Zeke Nealy, at the rate of $13.08 per hour, not to exceed $4,678, for the period August 18, 1997 through May 28, 1998.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute this contract on behalf of the SFCCD, in accordance with California Government Code section 53060.

Recommended for adoption:

Del M. Anderson, Chancellor

Originator: Linda Squires Grohe
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B7
Authorization for Contract Modification #6, for $29,918, with B&B Concrete Construction, to cover the cost of Change Order #7, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $3,039,045.

President and Members:

Resolution 960125-B9 authorized the District to contract with B & B Concrete Construction to build the project: CCSF, Stadium Renovation, including football field, all weather track, and bleacher modifications, for a fee of $2,302,537. This Contract Modification #6, in the amount of $29,918 is necessary to cover the cost of Change Order #7 which includes installation of drain line at the hammer discus area and sub-surface drainage, which are all unknown site conditions.

This Contract Modification #6 will bring the total cost of this contract to $3,039,045. and will be charged to the deferred maintenance portion of the 95-96 Block Grant for Field Drainage Improvements.

The following resolution is recommended for adoption:

RESOLVED: That authorization for Contract Modification #6, for $29,918., with B&B Concrete Construction, to cover the cost of Change Order #7, for the Project: CCSF, Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $3,039,045.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to the deferred maintenance portion of the 95-96 Block Grant for Field Drainage Improvements.

Recommended for Adoption:
Del M. Anderson
Chancellor

Originator: Peter A. Goldstein and Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B8
Authorization to contract with Merle E. Cannon, for Special Services and Advice to assist the District in the preparation of a Five Year Capital Outlay Construction Plan and consultation for Initial Project Proposals, for the July 1997 submittal to the State Chancellor’s Office, at a cost not to exceed $6,000.

President and Members:

Resolution No. 960125-B15 authorized the District to contract with Merle E. Cannon for District Space Inventory and Five Year Construction Plan for 1997.

Merle E. Cannon will assist the District with the preparation of a comprehensive Five Year Capital Outlay Construction Plan for the July 1997 submittal to the State Chancellor’s Office. The Five Year Capital Outlay Construction Plan is the basis for all State funded capital outlay projects for the next five years. The District is very pleased with Mr. Cannon’s expertise and knowledge of the complex State funding process for facilities. Mr. Cannon formerly served as a consultant to the State Chancellor’s Office where he developed guidelines for Five Year construction plans and space inventory.

The total cost of this Contract is $6,000 and is to be charged to Appropriation No. U-0130-5690-6600-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to contract with Merle E. Cannon, for Special Services and Advice to assist the District in the preparation of a Five Year Capital Outlay Construction Plan and consultation for Initial Project Proposals, for the July 1997 submittal to the State Chancellor’s Office, at a cost not to exceed $6,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to appropriation No. U-0130-5690-6600-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B9
Authorizing the approval of Contract Modification #1, for $8,450, with ESS Architects, a WBE firm, for architectural services for the project: CCSF, Admissions and Records Room Alterations, for a total contract cost not to exceed, $38,450.

President and Members:

Board Resolution No. 960926-B19 authorized the District to contract with ESS Architects, a WBE firm for architectural services for the project: CCSF, Admission and Records Room Alteration, at a cost of $30,000. Contract Modifications #1 is necessary to cover the cost of additional work: (a) Credit for structural engineering, ($2,000); Architectural services that include: (b) addition of smoke doors at elevators, $600; (c) addition of exterior door, $800; (d) remodel front registration desk, $900; (e) add server room and scantron cabinet work, $1,200; (f) add cabling to furniture systems, $800; (g) add telephone/data cabling to contract, $1,500; (h) revise casework in Smith Hall, $600; (i) construction administration for additional architectural services described above, $900; (j) telecommunication design and specifications, $2,150; (k) HVAC study/analysis and server room design, $1,000.

This Contract Modification #1 will bring the total cost of this contract to $38,450 and will be charged to the Project Appropriation Fund No. U 4030-5690-6200-S. This contract will end on or about December 31, 1997.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of Contract Modification #1, for $8,450, with ESS Architects, a WBE Firm, for architectural services for the project: CCSF, Admissions and Records Room Alterations, for a total contract cost not to exceed, $38,450.

FURTHER BE IT RESOLVED: That the Chancellor, Operating Officer, and/or their designees to execute the contract on behalf of the District contingent upon contractors filing all documentation required for execution of contract.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
REVISED 06/23/97
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B10
Amending Resolution 970227-B23, that authorized the District to receive bid from and award contract to the firm of Amelco Electric for retrofitting services for the Project: CCSF, Energy Efficient Lighting Retrofit Project, located at Phelan, Alemany, John Adams and Downtown Campuses, for a cost not to exceed $939,537.15

President and Members:

The District received qualified bid proposals from construction firms, including MBE firms and the District wishes to contract with the lowest responsive bidder, for the project: CCSF, Energy Efficient Lighting Retrofit Project, located at Phelan, Alemany, John Adams and Downtown Campuses. The project consists of retrofit or replacement of fluorescent lighting fixtures, replacement of incandescent and mercury vapor fixtures, and installation of lighting controls. This contract will be completed on or before December 31, 1998.

These expenditures shall be reimbursed with the proceeds from a general obligation bond issue to the extent permitted by law.

The following resolution is recommended for adoption:

RESOLVED: Amending Resolution 970227-B23, that authorization be and is hereby given to receive bid from and award contract to the firm of Amelco Electric for retrofitting services for the Project: CCSF, Energy Efficient Lighting Retrofit Project, located at Phelan, Alemany, John Adams and Downtown Campuses, for a cost not to exceed $939,537.15

FURTHER BE IT RESOLVED: This project will be funded with the proceeds from the sale of General Obligation Bonds. To the extent that this is legally possible the District will advance the money from the General Fund and will then be reimbursed with Bond funds.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designee are hereby authorized to execute all documents necessary and to charge such work to the Appropriate Fund Number.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson

06/26/97 - B10 page 1
Honorable Board of Trustees of the 
San Francisco Community College District

Subject: Resolution No. 970626-B11
Authorization for Contract Modification #6, for $3,129., with GT Construction, to cover the cost of Change Order #10, for $3,129., for the Project: CCSF, Stadium Renovation, Press Box, located at the Phelan Campus, for a total contract cost not to exceed $916,005.

President and Members:

Resolution 960725-B21 authorized the District to contract with GT Construction to build the project: CCSF, Stadium Renovation, Press Box, for a fee of $761,150. This Contract Modification #6, in the amount of $3,129. is necessary to cover the cost of Change Order #10. Change Order #10 includes: Installation of an additional 4 feet high, 59 linear feet, fence on top of the concrete wall at North West corner of the stadium. The District has assessed and GT has agreed to $35,000 in liquidated damages for this project.

This Contract Modification #6 will bring the total cost of this contract to $916,005. and will be charged to the Stadium Press Box Project Budget, Appropriation Fund No. 939243-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for for $3,129, with GT Construction, to cover the cost of Change Order #10, for $3,129, for the Project: CCSF, Stadium Renovation, Press Box, located at the Phelan Campus, for a total contract cost not to exceed $916,005.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to the Stadium Press Box Project Budget, Appropriation Fund No. 939243-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson

06/26/97 - B11 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970626-B12
Authorizing the approval of the cost of Contract Modification #2, for $5,500, with Keller Mitchell and Company, a woman owned landscape architectural firm, for the project: CCSF-Tennis Courts Renovation, for a total contract cost not to exceed $33,550.

President and Members:

Board Resolution No. 960627-B16 authorized the District to accept a bid and award contract to Keller Mitchell and Company, a WBE landscape architectural firm, for the project: CCSF-Tennis Courts Renovation. The Tennis Court Selection Committee reviewed proposals and interviewed multiple firms and Keller Mitchell and Company was the top rated firm.

Contract Modification #2 is necessary to cover the cost of additional construction administration services. This contract modification #2 for, $5,500, covers the cost of (a) Review of additional submittals, shop drawings and reimbursables, $1,050; (b) Additional site visits and report preparation, $2,850; (c) Review electrical engineering submittals, site reviews and establishment of project punch list, $1,600.

This contract will be completed on or about July 31, 1997. This contract modification #2 will bring the total contract amount to $33,550 and will be charged to the Project Fund Appropriation No.: 939239-0130-6101-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of the cost of Contract Modification #2, for $5,500, with Keller Mitchell and Company, a woman owned landscape architectural firm, for the project: CCSF-Tennis Courts Renovation, for a total contract cost not to exceed $33,550.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or designees are hereby authorized to execute all documents necessary and to charge such modification to Appropriation No.: 939239-0130-6101-7100-S.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson

06/26/97 - B12  page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970625-B13
Authorizing the approval of Contract Modification #1, for Change Order #1, for $10,619 Seto’s Construction Company, for project: CCSF, Auto Shop Ventilation, located at the Evans Campus, for a total contract cost not to exceed $128,619.

President and Members:

Resolution 960829-B28 authorized the District to contract with Seto’s Construction Company, for construction of the project: Evans Campus, Auto Shop Ventilation. This Contract Modification #1 is necessary to cover the cost of Change Order #1 which includes: (a) mechanical duct work and motorized damper, $3,850; (b) electrical work, $776; (c) saw cut concrete work, $1,080; (d) steel tubing around wall opening, $2,388; (e) new roof joists, $3,400; (f) relocate control panel TCP, $100; (g) stucco two door openings, $2,500; (h) construction administration costs for the above work, $1,385; (i) Credit for floor cutting and modification of roll-up doors, <$4,860>; Total cost of Contract Modification #1 is $10,619 and will make the total contract amount $128,619.

This project work will be charged to Appropriation Fund No. 939271-0130-6200-7100-S and is 88% funded by the 95-96 Block Grant and the balance 12% is funded by the liquidated damages assessed from the Physics Earth Sciences Project.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of Contract Modification #1, for Change Order #1, for $10,619 Seto’s Construction Company, for project: CCSF, Auto Shop Ventilation, located at the Evans Campus, for a total contract cost not to exceed $128,619.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.: 939271-0130-6200-7100-S.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson

06/26/97 - B13 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B14
Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the U.S. Department of Labor to provide funding to strengthen, enhance and formalize workplace and workforce development services of Garment 2000 to small and medium sized apparel factories for the period July 1, 1997 through June 30, 1998, City College of San Francisco, not to exceed $200,000.

President and Members:

The District's proposal is for funds which will contribute to the continuous development of demonstrations and simulations of the state-of-the-art technologies and production methods including workforce development modules aimed at increasing the skills and competencies of workers at all levels of production, formulation of curriculum and technical assistance models and the development of skills standards in advanced manufacturing and apparel production. The funds will also support collaboration with Garment Industry Development Corporation (GIDC) on the development of training and technical assistance models and skills standards. GIDC is a New York based national model program which is seeking to strengthen the competitiveness of small apparel companies.

The Dean of the School of Applied Science & Technology will oversee implementation of this project.

Garment 2000 will match the proposed grant with $368,000 in additional funds. Of this amount $228,000 has already been secured from other contributors: Levi Strauss Foundation, MANEX, California Wellness Foundation, California Community Colleges - Economic Development, and American Association of Community Colleges. An additional $140,000 has been awarded, but the District has not yet reach agreement with the Mayor's Office of Community Development on contract language.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor ,Chief Operating Officer and/or their designees are hereby authorized 1) to submit an application for funds and 2) to appropriate all funds receivable upon approval by the U.S. Department of Labor to provide funding to strengthen, enhance and
formalize workplace and workforce development services of Garment 2000 to small and medium sized apparel factories for the period July 1, 1997 through June 30, 1998, City College of San Francisco, not to exceed $200,000.

FURTHER BE IT RESOLVED: That upon approval by the U.S. Department of Labor with the condition that the terms of the grant are not significantly amended and in accordance with Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriations are made in the General Fund, Part B - Restricted to cover the following project for the period July 1, 1997 through June 30, 1998.

**Income From DOL:**

U.S. Department of Labor $200,000

**Expenditures:**

- Academic Salaries $95,408
- Classified Salaries $12,418
- Employee Benefits $16,174
- Supplies $3,185
- Consultant Services $20,000
- Travel $8,000
- Equipment $30,000
- Indirect Costs $14,815

$200,000

In addition to the income from Department of Labor, the sources of funding which follow are to be used in support of Garment 2000. No unrestricted, general funds of the District are required.

**Matching Funds:**

- Levi Strauss Foundation $40,000
- California Wellness Foundation $25,000
- California Community Colleges $135,000
- MANEX $18,000
- Mayor's Office of Comm. Dev. $140,000
- Am. Assoc. of Community Colleges $10,000

368,000
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget on the accounts of the SFCCD and to submit any and all reports required by the U.S. Department of Labor in the administration of said programs.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B15
Authorization to extend the contract with STRATA Information Group (SIG) for special services to assist in the implementation of the Banner Software at a cost not to exceed $400,000 from July 1, 1997 up to June 30, 1998.

President and Members:

The College currently contracts with STRATA Information Group (SIG) to assist with the implementation of Banner software. SIG provides both the technical expertise as well as the project management expertise to coordinate the diverse activities that must occur in different departments as part of the Banner implementation. The current Banner implementation schedule requires the services of SIG for the next fiscal year from July 1, 1997 through June 30, 1998.

The cost of this contract will be partially offset with salary savings from the ITS Department's budget. The college needs to ensure that the implementation of the Banner software proceed on schedule.

WHEREAS: SIG Group has been providing technical staff qualified in the areas of Banner implementation and has successfully implemented the SCT Banner software on several college campuses.

THEREFORE, BE IT RESOLVED: That the Board of Trustees approves extension of the current contractual agreement for consulting services with SIG Group to provide system administration consultation City College’s Information Technology Service Department (ITS) technical staff at a cost not to exceed $400,000 for the period from July 1, 1997 up to June 30, 1998.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are authorized to execute the contract on behalf of the District.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mamie How
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B16
Authorization to (1) submit an application for funds and (2) appropriate funds receivable upon approval by the Private Industry Council of San Francisco (PIC) to conduct an Occupational Classroom Training Program under the provisions of the Job Training and Partnership Act (P.L. 97-300) to the period of July 1, 1997 through June 30, 1998, City College of San Francisco, $46,782.

President and Members:

Since FY 1983-84, the Private Industry Council of San Francisco (PIC) has funded job preparation programs at John Adams Campus which include participant recruitment and selection, testing, employment counseling, classroom training, support services, and job placement. For the period of July 1, 1996, through June 30, 1998, the District has submitted a proposal to fund an Occupational Classroom Training program for English-speaking San Francisco residents in the areas of Computer-Based Office Technology, Computerized Accounting, and Microcomputer Business Applications under JTPA subpart funds as follows: Title IIA (77%) Adult Year-Round Programs $46,782.

The PIC subcontract will be from July 1, 1997, through June 30, 1998, totaling $46,782.

No District matching funds are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to prepare and submit an application for funds and, upon approval, appropriate funds receivable from the Private Industry Council of San Francisco to conduct an occupational classroom training program under the provisions of the Job Training and Partnership Act (P.L. 97-300), from July 1, 1997, through June 30, 1998, City College of San Francisco, $46,782.

FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011, and the Budget and Accounting manual for California Community Colleges, the following appropriation is made to the General fund, Part B - Restricted to cover the following project for the period July 1, 1997 through June 30, 1998.
Income from State Source:

Private Industry Council of San Francisco
Job Training and Partnership Act
(P.L. 97-300, Title IIA)
Allocation $46,782

Expenditures: 46,782

Classified Salaries 30,992
Employee Benefits 4,578
Supplies and Materials 7,747
Indirect Cost (for CCSF) 3,465

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their
designees, are hereby authorized to execute all documents necessary to record this
budget on the accounts of SFCCD and to submit any and all reports required by the
Private Industry Council of San Francisco in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject: 970626-B17
Authorization to contract with Marvin Bobes as Special Project consultant to coordinate the Northern California Center for Applied Biological Technologies activities, for the period July 1, 1997 through June 30, 1998, in the amount not to exceed $42,000

President and Members:

The City College of San Francisco has received an extension on an already existing grant from the Chancellor’s Office, California Community Colleges to maintain the Northern California Center for Applied Biological Technologies.

City College of San Francisco wishes to retain the services of Marvin Bobes as Special Project consultant as specified in the grant awarded by the State Chancellor’s Office, to help implement the Economic Development Network (Ed>Net) grant for the Northern California Center for Applied Biological Technology Center; to provide advice on its continued design and development; serve as a liaison among the collaborating community colleges; serve as a liaison between the Center and biotechnology businesses; provide coordination and support services for the Center’s ongoing activities, for the period July 1, 1997 through June 30, 1998, in the amount not to exceed $42,000 (all grant funded).

California Government Code Section 53060 reads, in part, as follows:

“The legislative body of any public or municipal corporation or district may contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial, economic, accounting, engineering, legal or administrative matters if such persons are specially trained and experienced and competent to perform the special services required.”

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District is authorized to contract with Marvin Bobes as Special Project consultant to coordinate the Northern California Center for Applied Biological Technologies activities, for the period July 1, 1997 through June 30, 1998, in the amount not to exceed $42,000
FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating Officer, and/or their designees are hereby authorized to execute such contract on behalf of the San Francisco Community District.

Recommended for adoption,
Del M. Anderson
Chancellor

Originator: Robert Manlove - Robert Gabriner
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: 970627-B18  
Authorization to contract with Mabel Hom as Industry Liaison to implement the Northern California Center for Applied Biological Technologies activities, with the biotechnology industry for the period July 1, 1997 though June 30, 1998, in the amount not to exceed $19,500  

President and Members:  

The City College of San Francisco has received an extension on an already existing grant from the Chancellor’s Office, California Community Colleges to maintain the Northern California Center for Applied Biological Technologies.  

City College of San Francisco wishes to retain the services of Mabel Hom as Industry Liaison as specified in the grant awarded by the State Chancellor’s Office, to implement the Northern California Center for Applied Biological Technologies activities, with the biotechnology industry for the period July 1, 1997 through June 30, 1998, in the amount not to exceed $19,500 (all grant funded).  

California Government Code Section 53060 reads, in part, as follows:  

“The legislative body of any public or municipal corporation or district may contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial, economic, accounting, engineering, legal or administrative matters if such persons are specially trained and experienced and competent to perform the special services required.....”  

The following resolution is recommended for adoption:  

RESOLVED: That the San Francisco Community College District is authorized to contract with Mabel Hom as Industry Liaison to implement the Northern California Center for Applied Biological Technologies activities, with the biotechnology industry for the period July 1, 1997 through June 30, 1998, in the amount not to exceed $19,500  

06/26/97  B18  Page 1
FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating Officer, and/or their designee are hereby authorized to execute such contract on behalf of the San Francisco Community District.

Recommended for adoption,
Del M. Anderson
Chancellor

Originator: Robert Manlove - Robert Gabriner
Honorable Governing Board of the  
San Francisco Community College District

Subject: Resolution No.970626-B19  
Authorization to amend Resolution No. 970327-B5 and appropriate funds from the Mayor’s Office of Housing (MOH), to provide up to 315 hours of instruction, up to 75 hours for project management, up to 315 hours of facility usage, up to $11,140 for textbooks, up to $2,700 for equipment for DHS Lead Training March 1, 1997 through April 30, 1998, City College of San Francisco from $67,015 to $75,015.

President and Members:  

On March 27, 1997, the Board of Trustees approved Board Resolution No. 970327-B5 authorizing City College of San Francisco to provide the following: (a) DHS Lead Supervisor Training - one class in Chinese and one class in English (b) DHS Lead Worker Training - two classes in Chinese, one class in English, one class in Spanish (c) Lead Awareness Training two classes in Chinese, two classes in English, one class in Spanish. (d) DHS Lead Refresher Supervisor/Worker Certification Training - one class in English. (e) Primary Prevention Training - one class in Chinese, one class in English and one class in Spanish.

Following the Board’s approval of Resolution No. 970327-B5, the Mayor’s Office of Housing requested City College of San Francisco to increase the instructional training by 40 hours in DHS Lead Training translated from English to Chinese, and 40 hours in DHS Lead Training translated from English to Spanish for a total of 80 hours at $100 per hour, not exceeding $8,000.

No District matching is required.

The following resolution is recommended for adoption:

RESOLVED: That Resolution No. 970327-B5 be amended to authorize the appropriation of funds from the Mayor's Office of Housing to provide up to 315 hours of instruction, up to 75 hours for project management, up to 315 hours of facility usage, up to $11,140 for textbooks, up to $2,700 for equipment, up to 80 hours for DHS Lead Training translation from English to Chinese and Spanish March 1, 1997 through April 30, 1998, City College of San Francisco from $67,015 to $75,015.

FURTHER BE IT RESOLVED:  That in accordance with the Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the
following appropriation is made to the General Fund, Part B – Restricted to cover the following project for the period March 1, 1997 through April 30, 1998.

Local Income

Mayor's Office of Housing $75,015

Expenditures

Instruction $39,375
Project Management 7,500
Facility Usage 6,300
Textbooks 11,140
Equipment 2,700
Translation 8,000

Total $75,015

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by the Mayor's Office of Housing in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Judy Teng
The Honorable Board of Trustees
of San Francisco Community College District

Subject: Resolution No. 970626-B20
Authorization to extend contract with Angus Hamer Networking for special services to City College of San Francisco for the design and implementation of the College's Wide Area Network (WAN) at a cost not to exceed $200,000 for a period from July 1, 1997, up to December 31, 1997.

President and Members:

By Resolution No. 961024-B6, the Board of Trustees authorized a contract with Angus Hamer Networking to begin the planning and implementation process for the overhauling of the College's computer network infrastructure to move from the old Bull mainframe environment to the new client-server distributed computing environment. The goal is to provide the College with the networking infrastructure to allow users throughout the College to access Banner information as well as to access the Internet.

During the seven months that Angus Hamer Networking has been on contract with the College, they have accomplished the following: developed and operationalized College-wide cabling standards to conform with industry standards, developed detailed plans for implementing a firewall structure to provide network-level security of the College's data, provided detailed specifications for the voice, data network for the Cloud Hall remodeling project, redesigned the network for the Information Technology Services (ITS) Department computer room in Batmale Hall to provide better network security, reliability and performance, designed and is implementing proxy servers to alleviate some of the Internet traffic bottlenecks, have provided a higher speed solution for connections between the major buildings on Phelan and Batmale Hall, and provided the technical solutions for a number of outstanding networking problems which the staff had not been able to handle. Most importantly, they have much of the data gathered and are awaiting a cabling study in order to finish the recommendations for a strategic networking plan the College. There are a number of projects which have been started in the past six months and the technical assistance and expertise of Angus Hamer Networking continues to be required. The passage of Proposition A makes it possible to implement the recommendations that Angus Hamer Network has made that lacked funding as well as the recommendations which they will be providing in the future.
Funding for this project will be funded with the proceeds from the sale of General Obligation Bonds. To the extent that this is possible the District will advance the money from the general fund and will then be reimbursed with bond funds.

WHEREAS: City College of San Francisco requires technical expertise and assistance to overhaul its current computer network infrastructure which has been built to support the Bull mainframe environment and migrate it to support a client-server distributed computing environment;

WHEREAS: Angus Hamer Networking possesses the technical expertise and experience to provide services required to overhaul and migrate its computer network infrastructure;

THEREFORE BE IT RESOLVED: Authorization to contract with Angus Hamer Networking for special services to City College of San Francisco for the design and implementation of the College's Wide Area Network (WAN) at a cost not to exceed $200,000 for a period from July 1, 1997, up to December 31, 1997.

FURTHER BE IT RESOLVED: This project will be funded with the proceeds from the sale of General Obligation Bonds. To the extent that this is legally possible the District will advance the money from the General Fund and will then be reimbursed with Bond funds.

FURTHER, BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Mamie How
Honorable Board of Trustees of the
City College of San Francisco District

Subject: Resolution No. 970626-B21
Authorizing named City College of San Francisco personnel to acquire federal surplus properties from the California State Agency for Surplus Property. Delegation is required under federal law in order to participate in the Federal Surplus Property Program

President and Members:

Pursuant to federal regulations, the State of California, Department of General Services, Procurement Division, Surplus Property requires the City College of San Francisco to renew its eligibility to participate in the Federal Surplus Property Program.

Named below are City College of San Francisco representatives who, can acquire federal surplus property from the California State Agency for Surplus Property under the given terms and conditions. District representatives may be added to the list or removed from the list as designated by the Chancellor, Chief Operating Officer and/or their designees.

City of San Francisco Representatives:
Kathy Hennig  Senior Purchaser
Charles Collins  Associate Director, Operations
Ernie Werts  Faculty - Photography Department
Stefan Ponek  Staff, Broadcast Media Services
Mamie How  Associate Director, Information Technology Services
Will Maynez  Staff, Physics Department
Eric Taylor  Staff, Engineering Department
Gloria Kung  Staff, Chemistry Department
Ana Marie Bratton  Staff, Biology Department
Robert Manlove  Dean, Applied Science and Math
Joe Estupinan  Department Chair, Automotive & Trade Skills
Hoi Ko  Department Chair, Aeronautics Department

The following resolution is recommended for adoption:
WHEREAS: City College of San Francisco could utilize surplus properties made available under the federal surplus property program and administered by the California State Agency for Surplus Property and

WHEREAS: The City College of San Francisco will abide by the terms and conditions set forth,

THEREFORE BE IT RESOLVED: That City College of San Francisco participate in the federal surplus property program under the administration of the California State Agency for Surplus Property, and

FURTHER BE IT RESOLVED: That the above named persons represent City College of San Francisco in acquiring any surplus property, that District representatives may be added to the list or removed from the list as designated by the Chancellor and the Chief Operating Officer, and that the Chancellor and the Chief Operations Officer, and/or their designees, are hereby authorized to execute all necessary documents.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the  
San Francisco Community College District

**Subject:** Resolution No. 970626-B22  
Authorization to enter into a contractual agreement for the leasing of computer hardware from Hewlett Packard Corporation for 36 months at a total cost not to exceed a total of $47,100.

President and Members:

By Resolution No. 970522-B12, the Board of Trustees authorized a lease agreement with Hewlett Packard Corporation to obtain a more powerful server, to meet City College's growing information processing needs due to the new software releases of both the Banner software and the Oracle database. In planning the lease of the new Hewlett Packard T600 server, the intent was also to lease at the same time two smaller Hewlett Packard servers (B132L and D230) to provide network management and security to protect critical data. However, at the time when the bid for the T600 was completed the bidding for the two smaller servers had not been completed. The bidding process has been completed and Hewlett Packard Corporation submitted the lowest of three bids.

By Resolution No. 961024-B6, the Board approved the hiring of Angus-Hamer Networking to improve the College's networking infrastructure and to provide a firewall for network security. The leasing of this current equipment is recommended by Angus-Hamer Networking.

The current resolution is to lease the equipment for a period of 36 months. At the end of the lease period, the College has the option to renew the lease, to buy out the equipment based on its residual value, or enter into a new lease for more up-to-date equipment. This arrangement is lower in cost than lease purchasing and gives the College more options. The annual cost for the new HP B132L and HP D230 servers is $15,700.

The following is recommended for adoption:

**WHEREAS:** City College of San Francisco needs to secure computer hardware to provide network security and network management; and

**WHEREAS:** Leasing of computer hardware provides the College with the most cost effective and flexible option; and
THEREFORE BE IT RESOLVED: That the District enter into a contractual agreement for the leasing of computer hardware with Hewlett Packard Corporation for 36 months at a total cost not to exceed $47,100.

FURTHER, BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designees, are hereby authorized to negotiate such a contract agreement and directed to implement this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Mamie How
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B23
Authorization to (1) submit an application for funds and (2) appropriate funds receivable upon approval by the Private Industry Council of San Francisco (PIC) to conduct an Occupational Classroom Training Program under the provisions of the Job Training and Partnership Act (P.L. 97-300) to the period of July 1, 1997 through June 30, 1998, City College of San Francisco, $73,000

President and Members:

Since FY 1983-84, the Private Industry Council of San Francisco (PIC) has funded job preparation programs at John Adams Campus which include participant recruitment and selection, testing, employment counseling, classroom training, support services, and job placement. For the period of July 1, 1997, through June 30, 1998, the District has submitted a proposal to fund an Occupational Classroom Training program for English-speaking laid-off workers in the areas of Microcomputer Business Applications and Computerized Accounting and Computer-Based Office Technology, under JTPA subpart funds as follows: Title III EDWAA-Economic Dislocation Workers Adjustment Assistance $73,000.

The PIC subcontract will be from July 1, 1997, through June 30, 1998, totaling $73,000.

No District matching funds are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to prepare and submit an application for funds and, upon approval, appropriate funds receivable from the Private Industry Council of San Francisco to conduct an occupational classroom training program under the provisions of the Job Training and Partnership Act (P.L. 97-300), from July 1, 1997, through June 30, 1998, City College of San Francisco, $73,000.

FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011, and the Budget and Accounting manual for California Community Colleges, the following appropriation is made to the General fund, Part B - Restricted to cover the following project for the period July 1, 1997 through June 30, 1998.
Federal Income from Local Sources:

Private Industry Council of San Francisco
Job Training and Partnership Act
(P.L. 97-300, Title III EDWAA)
Allocation $73,000

Expenditures: 73,000

Academic Salaries 10,667
Classified Salaries 43,598
Employee Benefits 7,874
Supplies and Materials 5,453
Indirect Cost (for CCSF) 5,408

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to execute all documents necessary to record this budget on the accounts of the San Francisco Controller and the SFCCD and to submit any and all reports required by the Private Industry Council of San Francisco in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B24
Authorizing the approval of Contract Modification #3, for Change Order #3, for $15,000 $17,857 for Golden Bay Construction Company, for project: CCSF, Tennis Courts, located at the Phelan Campus, for a total contract cost not to exceed $365,111 $367,968.

President and Members:

Resolution 961121-B13 authorized the District to contract with Golden Bay Construction Company, the lowest responsible bidder with the lowest base bid, $193,000 and lowest bids for alternates for the project: CCSF, Tennis Courts, located at the Phelan Campus.

This Change Order #3 for, Contract Modification #3, in the amount of $15,000 $17,857, is necessary for additional work and includes the following: concrete stairs and fencing. Total cost of Contract Modification #3 is $15,000 $17,857 and will make the total contract amount $365,111 $367,968.

This contract will be completed on or before July 31, 1997. This project work will be charged to Appropriation Fund No. 939239-0130-6200-7100-S and is funded by a Deferred Maintenance grant consisting of State Funds and a District match.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of Contract Modification #3, for Change Order #3, for $15,000 $17,857 for Golden Bay Construction Company, for project: CCSF, Tennis Courts, located at the Phelan Campus, for a total contract cost not to exceed $365,111 $367,968.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.: 939239-0130-6200-7100-S.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B2

President and Members:

The Board of Trustees approved Board Resolution 950622-B2 authorizing City College of San Francisco to submit an application for funds, and to appropriate all funds receivable upon approval by the California Postsecondary Education Commission Eisenhower State Grant Program to jointly provide a professional development program in mathematics for all SFUSD K-5 teachers during the period July 1, 1995 to June 30, 1998. In providing the third year of the program, the following SFUSD personnel will each provide grant services requiring SFCCD payments in excess of $2500:

1. Marilyn Garcia. SFUSD Co-Director for this grant. Payment for Summer Institute and Summer Workshop setup, oversight and presentation duties, and for additional assignments by mutual agreement. Not to exceed $3000.

2. Lisa Shek. SFUSD Mathematics Resource Teacher. Payment for Summer Institute and Summer Workshop setup, oversight and presentation duties, and for additional assignments by mutual agreement. Not to exceed $4200.

3. Lorene Holmes. SFUSD Mathematics Resource Teacher. Payment for Summer Institute and Summer Workshop setup, oversight and presentation duties, and for additional assignments by mutual agreement. Not to exceed $5000.


5. Camilla Schneider. SFUSD Mathematics Resource Teacher. Payment for Summer Institute and Summer Workshop setup, oversight and presentation duties, and for additional assignments by mutual agreement. Her contract is limited to the period June 1, 1997 to September 15, 1997. Not to exceed $5000.

Funding for these contracts will come from Eisenhower Math Grant funds. There are no SFCCD funds involved.

06/26/97 - B25 page 1
The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to contract with: 1. Marilyn Garcia, $3000; 2. Lisa Shek, $4200; 3. Lorene Holmes, $5000; 4. Bonnie Tank, $5000; all for the period June 1, 1997 to May 31, 1998 and with 5. Camilla Schneider, $5000; for the period June 1, 1997 to September 15, 1997 to assist in providing a professional development program in mathematics for San Francisco Unified School District K-5 teachers as proposed under our joint SFCCD - SFUSD California Postsecondary Education Commission Eisenhower State Grant Total: Not to exceed $22,200.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record these contracts on the accounts of the San Francisco Community College District and to submit any and all reports required by the California Postsecondary Education Commission in the administration of said program.

Recommended for adoption

Del M. Anderson
Chancellor

Originator: Bob Manlove
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-B26
Authorization to contract with Forell/Elsesser Engineers Inc., for Special Services and Advice to provide the District with a structural inspection report, for the July 1997 submittal to the State Chancellor’s Office, for the Project: CCSF Gymnasium, at a cost not to exceed $4,680.

President and Members:

The District wishes to contract with Forell/Elsesser Engineers Inc., to provide a comprehensive structural inspection report, for the July 1997 Capital Outlay Budget Change Proposal (COBCP) submittal to the State Chancellor’s Office, for the Project: CCSF Gymnasium, located at the Phelan Campus. The inspection report will identify all seismic hazards and severely inadequate structural systems in the buildings. This report will be included in the COBCP submittal. The COBCP, Initial Project Proposal and District Five Year Capital Outlay Construction Plan are the basis for all State funded capital outlay projects for the next five years. Forell/Elsesser Engineers Inc., was appointed by the State Chancellor’s Office to survey all CCSF buildings to determine the ability to successfully survive a seismic event. This firm has extensive knowledge of the gymnasiums structural systems and is able to provide the college with the necessary report in a minimal amount of time and effort making the process more cost efficient.

The total cost of this Contract is $5,000 and is to be charged to Appropriation No. U-0130-5690-6600-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to contract with Forell/Elsesser Engineers Inc., for Special Services and Advice to provide the District with a structural inspection report, for the July 1997 submittal to the State Chancellor’s Office, for the Project: CCSF Gymnasium, at a cost not to exceed $4,680.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to Appropriation No. U-0130-5690-6600-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson

06/26/97 - B26 page 1
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970626-B27  
Authorization to contract with Logan Hopper Associates, for Special Services and Advice to provide the District with the revised Capital Outlay Budget Change Proposal (COBCP) and consultation for Initial Project Proposal, for the July 1997 submittal to the State Chancellor's Office, for the Project: CCSF Gymnasium, at a cost not to exceed $6,000.

President and Members:

The District wishes to contract with Logan Hopper Associates (LHA) to provide a comprehensive revised COBCP and Initial Project Proposal (IPP) for the July 1997 submittal to the State Chancellor's Office, for the Project: CCSF Gymnasium, located on the Phelan Campus. LHA will also include professional mechanical and electrical engineering inspection reports in the COBCP regarding the obsolete and outdated electrical and mechanical systems. The COBCP will also include an outline of specifications, cost and square feet breakdown for new gymnasium facilities. The COBCP, IPP and District Five Year Capital Outlay Construction Plan are the basis for all State funded capital outlay projects for the next five years. LHA was chosen because the firm provided very valuable assistance to the District by completing a funding request for a new gymnasium at no cost to the District. LHA has extensive knowledge concerning the request for a new gymnasium and is able to apply this experience to the new health and safety gymnasium funding proposal. LHA is able to meet the July 1, 1997 submittal deadline.

The total cost of this Contract is $6,000 and is to be charged to Appropriation No. U-0130-5690-6600-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to contract with Logan Hopper Associates, for Special Services and Advice to provide the District with the revised Capital Outlay Budget Change Proposal (COBCP) and consultation for Initial Project Proposal, for the July 1997 submittal to the State Chancellor's Office, for the Project: CCSF Gymnasium, at a cost not to exceed $6,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to appropriation No. U-0130-5690-6600-S.

Recommended for Adoption:

Del M. Anderson, Chancellor

Originator: Peter A. Goldstein  
Charles E. Jackson

06/26/97 - B27  page 1
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970626 - F1 
Extending Appointment  
Interim Educational Academic Administrator  
San Francisco Community College District  

President and Members of the Board of Trustees:  

Resolution No. 970626 - F1 extends an interim educational academic administrative appointment for Interim Dean, John Adams Campus/School of Health and Physical Education (Office of the Provost). This will be a temporary appointment and the permanent position has been re-opened to be filled during the Fall Semester 1997. Board of Trustees approval is required.  

RESOLVED: That effective, July 1, 1997 to October 31, 1997, Linda Squires-Grohe, be appointed as Interim Dean, John Adams Campus/School of Health and Physical Education (Office of the Provost), City College of San Francisco. Salary shall be in accordance with the 1997-98 Management Salary Schedule, Classification C, Dean II/Director.  

Recommended for Adoption  

Del M. Anderson  
Chancellor  

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-F2
Extending Appointment
Interim Non-Educational Academic Administrator
City College of San Francisco

President and Members:

Resolution No. 961219-F2 was adopted by the Board extending an interim non-educational administrative assignment for Interim Associate Director, Operations for Chuck N. Collins, effective January 1, 1997 through February 28, 1997.

Resolution No. 970424-F16 was adopted by the Board appointing Chuck N. Collins to a non-educational academic administrative appointment for Associate Director, Operations, effective May 1, 1997.

A resolution for the time period, March 1, 1997 through April 30, 1997, extending the interim non-educational administrative assignment for Interim Associate Director, Operations for Chuck N. Collins was not approved. Board of Trustees’ approval is required.

RESOLVED: That the time period March 1, 1997 through April 30, 1997, extending the interim non-educational administrative assignment for Interim Associate Director for Chuck N. Collins be adopted. Salary shall be adjusted and in accordance with the 1996-97 Management Salary Schedule, Classification B, Dean I/Associate Director.

Recommended for adoption

Del M. Anderson

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626 - F3
Temporary Appointment
Acting Interim Educational Academic Administrator, San Francisco Community College District

President and Members of the Board of Trustees:

Resolution No. 970626 - F3 covers a temporary an Interim educational academic administrative appointment for Acting Interim Dean of Counseling Services (Office of the Provost). This will be a temporary appointment and will be re-opened during the Fall Semester 1997. Board of Trustees approval is required.

RESOLVED: That effective July 1, 1997 to December 31, 1997, or until a permanent dean is hired, whichever occurs first, Nicholar Chang, be appointed as Acting Interim Dean of Counseling Services (Office of the Provost), City College of San Francisco. Salary shall be in accordance with the 1997-98 Management Salary Schedule, Classification C, Dean II/Director.

Recommended for Adoption

Del M. Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees  
San Francisco Community College District  

Subject: Resolution No. 970626-F4  
Temporary Appointment  
Acting Educational Academic Administrator  
San Francisco Community College District  

President and Members of the Board of Trustees:  

Resolution No. 970626-F4 covers the temporary appointment for Acting Dean, Alemany Campus, vice Gary Tom, who is on sabbatical leave for the Fall 1997 semester. Board of Trustees approval is required.  

RESOLVED: That effective August 1, 1997 through January 15, 1998, Daniel Peck, be appointed as Acting Dean, Alemany Campus (Office of the Provost), City College of San Francisco, vice Gary Tom, who is on sabbatical leave from this position. Salary shall be in accordance with the 1997-98 Management Salary Schedule, Classification I, Dean I/Associate Director.

Recommended for Adoption

Del M. Anderson  
Chancellor

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970625 - L1
Reemployment of Service Retirants
Under Education Code Section 23919 24214

President and Members:

Under California Education Code Section 24214, a retirant may be employed by a school district subject to a fiscal year earnings limitation established by State Teachers Retirement System (STRS). The rate of pay for such employment shall not be less than the minimum, nor exceed that paid by the employer to other employees performing comparable duties. The 1997-98 STRS earnings limit is $18,300.00.

The following resolution is recommended for adoption:

RESOLVED: That effective for the dates show, the following retirants be employed to perform duties as agreed at a compensation not to exceed the State Teachers’ Retirement System limit on retirant compensation in any fiscal year as provided for in Education Code Section 23919 24214 and appropriate STRS directions.

ALEXANDER, REGINALD July 1, 1997 - June 30, 1998

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees of the
City College of San Francisco District

Subject: Resolution No. 970626-L2
Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract.

President and Members:

The Board of Trustees by Resolution No. 791120-B1 has made available to its employees the provisions of Section 403(b) of the United States Internal Revenue Code and Section 17501 of the California Revenue and Taxation Code.

Employees of the San Francisco Community College District may enter into an amendment of their employment contracts for the purpose of effecting a reduction in the salaries paid to such employees, and that for each employee who voluntarily elects to accept such reduction in his or her salary, the San Francisco Community College District shall, as directed by such employee, a) purchase, with an amount equal to the reduction in salary, a nontransferable annuity contract issued by an insurance company selected by the employee concerned, or (b) contribute an amount equal to such reduction in salary to a custodial account of a custodian selected by the employee, in which all rights under said custodial account shall be exercisable by the employee concerned.

The following rectifying resolution is recommended for adoption:

RESOLVED: That the Board of Trustees of the San Francisco Community college amend employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (C) termination of the amendment to employment contract, complying with the provisions of Section 403(b) of the United States Internal Revenue Code, and Section 17501 of the California Revenue and Taxation Code.

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### c) TERMINATION/CANCELLATIONS

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FURTHER IT BE RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

Recommended for adoption:

Del M. Anderson  
Chancellor  

Originator: James Kendrix
Tabled from May 22, 1997 Board Meeting

Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970626-S1
Authorizing the Board of Trustees of the San Francisco Community College District in exercising its discretion hereby grants the student member(s) all of the powers described in Section 72023.5 subdivision (b) numbers 1-4 in the California Education Code effective immediately.

President and Members:

In December of 1993, the Board passed resolution S6 authorizing the seating of the Student Trustee as selected by the Associated Students Student Trustee Selection Committee beginning with the January 1994 regular Board meeting. In November 1995 the voter changed the Charter of the City and County of San Francisco. The change effected the composition of the members of the Board of Trustees so that the California Education Code relating to the Student Trustee became applicable to the SFCCD Board, effective July 1, 1996. Ed Code 72023.5 states the student trustee...shall be chosen, and shall be recalled, by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. The students at CCSF will continue to select trustee by the Associated Students Student Trustee Selection Committee.

Ed code 72023.5 subdivision (b) states that the student trustee may do the following:

- Make and second motions
- Attend closed session, other than closed session on personnel matter or collective bargaining matters.
- Receive compensation up to the same extent as regular members.
- Serve a term of one year commencing May 15th of each year.

The Associated Students Executive Board comprised of at least 2 representatives from 7 campuses unanimously support the Ed Code section 72023.5 subdivision (b) but, also feel to fully serve the 80,000 students at 9 different campuses it is imperative that the student trustee be asked for their Advisory Vote before the Board votes on each resolution and that this Advisory Vote be recorded in the minutes.

Resolution No. 931216-S6 authorized the student trustee to be seated as selected by the Associated Student Trustee Selection Committee beginning
January 1994 and Resolution No. 960523-S8 authorizes compensation of up to $3,500 a year; both will be suspended by this resolution and should therefore be rescinded.

The following resolution is recommended for adoption:

RESOLVED: That effective immediately the student trustee will be granted all of the powers described in Ed Code section 72023.5 (b) numbers 1-4.

AND FURTHER BE IT RESOLVED: That effective immediately the student trustee shall be chosen and shall be recalled, by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. And that the students at CCSF will continue to select their student trustee by the Associated Students Student Trustee Selection Committee.

AND FURTHER BE IT RESOLVED: That effective immediately the student trustee shall be asked for her/his ADVISORY Vote before the Board votes on each resolution and that this Advisory Vote be recorded in the minutes.

Recommend for adoption:
Chancellor Del M. Anderson

Originator: Chancellor Del M. Anderson

The Chancellor’s name appears on this resolution only for the purpose of bringing it to the Board of Trustees for discussion.
Subject: Resolution No. 970626-S2
Authorizing that the student trustee starting June 1, 1997 be 1) elected by a college wide election of students Spring 1997 2) compensated at $350 per month, along with a $1000 travel allowance 3) asked for their advisory vote before the board votes on each resolution with that vote being recorded in the minutes.

President and Members:

In December of 1993, the Board passed resolution S6 authorizing the seating of the Student Trustee as selected by the Associated Students Student Trustee Selection Committee beginning with the January 1994 regular Board meeting. In November 1995 the voters changed the Charter of the City and County of San Francisco. The change effected the composition of the members of the Board of Trustees so that the California Ed Code relating to Student Trustees became applicable to the SFCCD Board, effective July 1, 1996. Ed Code 72023.5 states that the student trustee...shall be chosen, and shall be recalled, by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. Interpretation of this law is that student trustee members are required to be selected in an election by a majority or plurality of all community college students enrolled in the district.

Ed Code 72023.5 also states that the student trustee may do any of the following at the discretion of the governing board: make and second motions; attend closed session, other than closed sessions on personnel matters or collective bargaining matters; and receive compensation up to the amount that other Board members are paid. In this resolution, we are asking for a raise in the Student Trustee's stipend from $260 per month to $350 per month.

The Associated Students Executive Board comprised of 2 representatives from 7 campuses unanimously support the college wide election of the student trustee. Further, with the strong mandate that such an election would demonstrate, the AS Executive Board feels it is imperative that the Student Trustee be asked for their advisory vote before the board votes on each resolution and that this advisory vote be recorded in the minutes.
Resolution No.931216-S6 authorizes the student trustee to be seated as selected by the Associated Student Trustee Selection Committee beginning January 1994 and Resolution No.960523.S8 authorizes compensation of up to $3,500 a year; both will be suspended by this resolution and should therefore be rescinded.

The following resolution is recommended for adoption:

RESOLVED: That beginning June 1, 1997, the student trustee be seated who has been elected by a majority or plurality of a college wide election held in accordance with the attached “CCSF Guidelines for Student Trustee Election and Recall”.

AND FURTHER BE IT RESOLVED: That starting June 1, 1997, the student trustee shall be compensated a stipend of $350 per month and receive travel reimbursement and conference expenses up to $1,000 a year.

AND FURTHER BE IT RESOLVED: That beginning June 1, 1997, the student trustee shall be asked for his/her advisory vote before the board votes on each resolution and that this advisory vote will be recorded in the minutes.

Recommended for adoption:

Del M. Anderson
Chancellor

Originators: Chancellor Del M. Anderson
ATTACHMENT A

Guidelines for Student Trustee Election and Recall
City College of San Francisco

I. Description of the Student Trustee

California Education Code provides for the inclusion of a student as a non-voting member of the Board of Trustees. Term of office for the Student Trustee is from June 1 of the first year though May 31 of the following year.

II. A candidate running for Student Trustee must meet the following qualifications:

A. Resident of California.
B. Completion of two semesters in the SFCCD.
C. Current enrollment in five credit semester units or, ten hours of non-credit classes and to be maintained throughout their term.
D. Good academic standing with a cumulative GPA of 2.0.

III. A candidate running for Student Trustee is encouraged to have the following qualifications:

A. Not holding any position in the student government of another college.
B. Not holding a position on the council of any one campus of CCSF.
C. Ability to communicate successfully facts and ideas of some complexity in both writing and public speaking.
D. Ability to identify problems and to take initiative in solving them.
E. Commitment to and sensitivity in working with administration, staff, and students as well as community groups of diverse academic, socioeconomic, cultural, sexual orientation, diversity and ethnic backgrounds.
F. Cannot hold the office of Student Trustee for more than 2 elected years.

IV. Duties of the Student Trustee

A. Act as a representative of the Associated Students of CCSF.
B. Attend all meetings of the Executive Board of the Associated Students of CCSF and chair the meetings if selected to do so by the Executive Board.
   Give regular Student Trustee Reports at these meetings.
C. Attend all Agenda Review meetings of the CCSF Board of Trustees.
D. Attend all regularly scheduled meetings of the CCSF Board of Trustees.
E. Report at the Phelan Campus Student Council meetings twice per month.
F. Report at other CCSF Campus Student Councils as invited.
G. Meet with the Chancellor of CCSF twice per month.
H. Keep regular, posted office hours. (Office space at the Phelan Campus is available for this purpose.)

I. Present and distribute to AS Councils at all the campuses as well as to the AS Executive Board once a month an unbiased written report covering all issues of relevance to students discussed at Board meetings. This report should also be sent to *Up and Coming* and *The Guardsman*.

J. Contribute to a binder containing the handouts of each Board meeting, to be kept in the Student Union.

K. Attend CCCT Student Leadership Conference and Training.

L. Brief the incoming Student Trustee during the month of May.

V. The Student Trustee Election

A. The student trustee shall be elected each Spring in a college-wide election to be held sometime in the last two weeks of April.

B. The election will be organized by a sub-committee of the AS Executive Board working with the Office of Student Activities. The committee must develop/update specific election campaign guidelines including rules regarding endorsements, posting and distribution of literature, campaigning, expenditures, etc.

C. Election polling places will be held for at least two days at campuses where there are active AS Councils including: Phelan, John Adams, Downtown, Chinatown/North Beach, Southeast, Mission, Evans. Other sites and campuses will be told about these polling places. The AS Councils at each campus will be responsible for funding any necessary poll workers.

D. Candidates must submit written applications to run for office at least two weeks before the election, submitted to the Office of Student Activities where qualifications will be verified. Applications will include a 100 word statement about why he/she is running which will be printed on the ballot.

E. Candidate nights at participating campuses will be organized through the Executive Board.

VI. Filling a vacancy in the office of Student Trustee:

A. In the event of a vacancy, the following will occur:
   1. The AS Executive Board will select a replacement.
   2. The student trustee opening will be posted at all campuses for at least 2 weeks, stating a clear application deadline.
   3. Interested candidates must submit written applications to the Office of Student Activities where qualifications will be verified. Applications will include a 100 word statement about why he/she is interested in the position.
   4. The qualified candidates will appear before AS Executive Board to address any questions that the Executive Board may have.
   5. The winning candidate must be selected by a 2/3 vote.
6. Quorum for the selection will be 9 students with no more than 2 representatives per campus.
7. The winning candidate shall complete the term of office vacated by the predecessor.

VII. Recall of the Student Trustee
A. The Student Trustee may be recalled by a petition signed by 2% of the student population from each campus from at least 5 campuses.
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No.970626-S3
Authorization to conduct an excursion to the Phillipines in connection with an instructional program, for approximately three weeks in June 1998.

President and Members:

City College of San Francisco proposes to offer a Study Abroad program, Summer 1998, to the Phillipines. The program will be offered for credit and the costs will be borne by the students.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District conduct a Summer 1998 excursion to the Phillipines in connection with an instructional program, provided that the excursion be conducted in conformance with applicable laws. The District shall expend no funds for transportation, housing, meals, or incidentals, and

FURTHER BE IT RESOLVED: That the District obtain proposals from qualified contractors to provide necessary transportation and other services in connection with said excursion.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Joanne Low
FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on Contracts under $30,000, Office of
Contract Education, City College of San Francisco, June 1997.

This report is for information only on contracts that the Office of Contract Education negotiated or amended under $30,000 for the month of June 1997.

- San Francisco Port Commission #2 - contract total $1,400 - term June 2, 1997 through June 2, 1997 - up to 8 hours of instruction and up to 2 hours of Project Management for a 40-hour Hazwoper Refresher Training Program.

- San Francisco Port Commission #3 - contract total $3,000 - term June 30, 1997 through September 30, 1997 - up to 12 hours of instruction for 100 employees for a Forklift Operations Training Program.

Originator: Judy Teng

06/26/97 - Information only
The Honorable Board of Trustees of the
San Francisco Community College District

INFORMATIONAL REPORT
NO ACTION NECESSARY

Subject: 1996-97 Distance Education Report
1996-97 Distance Education Questionnaire Summary
Amendment to Title 5 regulations

President and Members:

City College of San Francisco is required to notify the State Chancellor's Office, California Community Colleges, of the status of its distance education offerings. The 1996-97 Distance Education Report and the Distance Education Questionnaire Summary will be mailed to that office at the end of June 1997. You have already received copies of these reports and all required administrative signatures have been obtained.

1996-97 DISTANCE EDUCATION REPORTS

06/26/97 -informational Only
AMENDED AGENDA 07/31/97
Regular Meeting of the
Board of Trustees of the San Francisco Community College District
City College of San Francisco
Phelan Campus
50 Phelan Avenue, San Francisco
Thursday, July 31, 1997
Open Session - 6:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Approval of Minutes
Regular Board Meeting – May 22, 1997

IV. Special Presentations
   A) Performances at the Edieburgh Fringe Festival in Scotland by
      CCSF Theater Art Students – By Don Cate, Bell Karpowicz and
      Sarah Lyn Skelton

   B) Programming Study for Chinatown/North Beach Campus- By
      Chuck Hackson and Beverely Prior

   C) Prop A Election Review – By Robert Barnes

V. Report from Academic Senate

VI. Report from Associated Students Council

VII. Report from Classified Senate

VIII. Board of Trustees’ Reports

IX. Introductions of New Staff Members

X. Chancellor’s Report
   - Update on the Fee Enrollment Policy

XI. Adoption of Resolutions Agenda

XII. Action on Resolutions Agenda Items

* It is recommended that all resolution agenda items identified with letter *
c in the right hand column are eligible for consideration as Consent agenda
items.
FINANCE

B1 - Authorization to contract with Aura Clendenen, WBE/MBE, for reporting and transcribing services for the San Francisco Community College District Board of Trustees Meetings, at a cost not to exceed $10,000 for the period July 1, 1997 to June 30, 1998. Payment is based on $5.00 per verbatim page received.

B2 - Approval of a contract for special services and advice for Caroline Brownstone, Women Business Enterprise(WBE) to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC) and to develop and prepare materials for small business training workshops, during the period between July 1, 1997 and December 31, 1997, at a cost not to exceed $10,000.

B3 - Authorization to contract with 1) Yi Mae Chiu, $9,000; 2) Shun Kwai Mak, $9,000; 3) Gail Ong, $9,000; 4) Dennis Toseland, $4,374 and 5) Jacob Ely, $3,814 to provide technical assistance and program research and development for Garment 2000, School of Applied Science and Technology. For a total not to exceed $35,187.

B4 - Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the San Francisco Mayor's Office of Community Development (MOCD) to provide technical assistance and workforce development services to small and medium sized apparel businesses through the Garment 2000 program for the period February 1, 1998 through January 31, 1999, City College of San Francisco, not to exceed $150,000.

B5 - Authorization to (1) submit an application for a Community Development Block Grant, and (2) appropriate all funds upon approval by the Mayor’s Office of Community Development of the City and County of San Francisco to construct a Landscaped Open and Public Space area on the John Adams Campus (along Ashbury and Hayes streets) for the benefit of low and moderate income students for the period of February 1, 1998 to January 31, 1999 in the amount not to exceed $250,000.

B6 - Authorizing the application and appropriation of all funds receivable from the California State Department of Education for ESL, ABE, VESL and ESL/Citizenship Programs under the Adult Basic Education Act, PL 100-397, Section 321, July 1, 1997 - June 30, 1998, City College of San Francisco Campuses, For a total not to exceed $11,400.
It is recommended that all resolution agenda items identified with letter *c in the right hand column are eligible for consideration as Consent agenda items.

B7 - Authorization for Contract Modification #1 with Alpha Bay Builders Inc., to cover the cost of Change Order #1, for $5,341 for the Project: CCSF, Student Health Center Alteration, located at the Phelan Campus, for a total contract cost not to exceed $53,541.

B8 - Authorization to contract with the Department of Public Works, for special services and advice to provide the District with a hazardous materials inspection report and work plan, for the Project: Cloud Hall Remodel for Allied Health, at a cost not to exceed $12,000.

B9 - Amending Resolution 970424-B15, Authorization to receive bid from and award contract to the firm of Technical Applications Material Systems, for construction services for the Project: B204-208 Bungalow Reroofing Project, located at the Phelan Campus, for a cost not to exceed $60,000.

B10 - Authorization to receive bid from and award contract to Lera Electric, the lowest responsive responsible bidder, for the portion of the data Communications Cabling Project CB 97ITS06, located at Batmale Hall, Downtown Campus and John Adams Campus for a cost not to exceed $52,000.

B11 - Authorization for approval to award contract to the firm of Adrienne Wong Associates, a Women Business enterprise (WBE) and Minority business enterprise (MBE) firm, for architectural and geotechnical services for the Project: John Adams Landscaping, located at the John Adams Campus, for a cost not to exceed $15,000.

B12 - Authorization to contract with Kennedy/Jenks Consultants, Engineers and Scientists, with a project team consisting of three certified Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) firms, for the Project: South Balboa Reservoir Engineering Study, at a cost not to exceed $85,000.

B13 - Authorizing the approval of Contract Modification #1, for Change Order #1, a credit for $7,325, for Ghilotti Brothers, for project: CCSF, Balboa Reservoir Parking, located at the Phelan Campus, for a total and will reduce the contract cost to $215,530.

B14 - Authorization to receive bid from and award contract to Barri Electric Company, Inc., a certified Minority Business Enterprise firm (MBE) and lowest responsible bidder for installation of electrical service for site lighting at the South Balboa Reservoir for the Project: South Balboa Reservoir Parking, located at the Phelan Campus.
It is recommended that all resolution agenda items identified with letter "c" in the right hand column are eligible for consideration as Consent agenda items.

B15 - Authorization for Contract Modification #2, with Seto’s Construction, to cover the cost of Change Order #2, for $2,356, for the Project: Elevator Project, located at the Evans Campus, for a total contract cost not to exceed $173,335.

B16 - Authorization to contract with Acres Consulting Engineers, Inc., a certified Minority Business Enterprise (MBE) firm, for Special Services and Advice to provide the District with professional engineering services for traffic improvement and signal design, for the Project: Balboa Reservoir Parking, at a cost not to exceed $10,000.

B17 - Authorization to contract with Brown & Wood from July 1, 1997 through June 30, 2000 for legal services associated with the issuance of General Obligation Bonds or other financial instruments at a total cost not to exceed $50,000 per year, with all such costs to be paid for with proceeds from the issuance of general obligation bonds.

B18 - Authorization to extend the contract with DR Associated International to continue to provide investigative services, July 1, 1997 through December 31, 1997 at a rate of $80.00 per hour, not to exceed $8,000.00.

B19 - Authorization to receive bid from and award contract to Metropolitan, the lowest responsive responsible bidder, for the Data Communications Cabling CB97ITS06 project, located at the Cloud Hall and Gough Street for a cost not to exceed $40,000.

B20 - Authorization to amend the contract with Q-Image Corporation for special services to assist the Information Technology Services Department of City College of San Francisco with the implementation of special network projects from April 28, 1997 through June 30, 1997 to augment the original total cost not to exceed $8,532 by an additional $790 for a new total cost not to exceed $9,322.

B21 - Authorization to (1) contract with, and 2) appropriate funds from the Mathematics and Science Teacher Education Program (MASTEP administered jointly by San Jose State University (SJSU) and San Francisco State University (SFSU) to provide release time for three CCSF faculty members to work on course and curriculum development and to purchase equipment for the period of July 1997 to June 30, 1998 in the amount not to exceed $57,817.
B22 - Authorization to amend Resolution No. 960620-B10 which approving application for and appropriation of $196,479 received under the State of California Department of Health Services (DHS) to plan, develop, implement, and coordinate for the Department of Health Services, Women, Infants and Children (WIC) supplemental Food Branch a two-semester pilot training program for WIC participants to prepare them as nutrition para-professionals during the period of July 1, 1996 to June 30, 1998, and

B23 - Authorization to 1) contract with, and 2) appropriate funds from San Francisco Airport Commission to provide up to 360 hours for project management, up to 27 hours for program development up to 328 hours for facility usage, up to $8,460 for materials, textbooks, equipment/supplies and mileage, July 3, 1997 through March 30, 1997, City college of San Francisco, $100,580.

B24 - Authorization to 1) contract with, and 2) appropriate funds from San Francisco Airport Commission to provide up to 360 hours for project management, up to 27 hours for program development up to 328 hours for facility usage, up to $8,460 for materials, textbooks, equipment/supplies and mileage, July 3, 1997 through March 30, 1997, City college of San Francisco, $100,580.

B25 - Authorization to 1) submit a renewal application for funds, and 2) to appropriate all funds receivable upon approval by the California Community Colleges Chancellor’s Office for the Workplace Learning Resource Center on behalf of the City College of San Francisco, Office of Contract Education for the period July 1, 1997 through August 31, 1998, not to exceed $135,200.

B26 - San Francisco Community College District declaring its intention to reimburse itself from the proceeds of one or more tax-exempt financings for up to $37 million in expenditures made and/or to be made in connection with the acquisition, construction and equipping of certain capital improvements.

B27 - Authorization for Contract Modification #7, Change Order #8, for $12,472, with B&B Concrete Construction, for the Project: Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $3,051,426.

B28 - Authorization for Contract Modification #2, for $5,000, with Geo/Resource Consultants, a Certified Minority Business Enterprise firm, for geotechnical services, for the project: Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed, $46,055.

*It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.*
B29 - Authorization for Contract Modification #1, for $6,775, with Mazzetti & Associates, Mechanical System Engineers, for a special services and advice, for the Project: Science Hall Acid Waste System, located at the Phelan Campus, for a total contract cost not to exceed $26,775.

B30 - Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the California Department of Education/Child Development Division, under the State Preschool Education Program for Fiscal Year 1997-98, City College of San Francisco Campuses, for the amount $567,009.

B31 - Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the California Department of Education/Child Development Division for Center Based Child Development Programs for fiscal year 1997-98, City College of San Francisco Campuses, for the amount of $362,907.

B32 - Authorization to (1) submit an application to the California Department of Education, Child Development Division for funds under the Child Care and Development Block Grant and (2) appropriate all funds receivable upon approval for expanding services at Grace Child Development Center for the period of July 1, 1997 through June 30, 1998 for the amount of $21,897.

B33 - Authorization to contract with Precision Locating Company, a Woman owned Business Enterprise (WBE) for special services to perform conduit proofing on Phelan campus for City College of San Francisco to be completed by September 30, 1997 at a cost not to exceed $20,000.

EQUIPMENT, SUPPLIES & SERVICES

C1 - Procurement of equipment, supplies, services etc., less than $3,000

C2 - Procurement of equipment, supplies, services, etc., $3,000 or more

C3 - Acceptance of Gifts

HUMAN RESOURCES

F1-9 - Administrative Appointments (2 or 3 year terms)

F10 - Resignation from a Non-Academic Administrative Position

F11 - Extending Appointment Academic Administrator City College of San Francisco.

* It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.
F12 - Extending Appointment Administrator City College of San Francisco.

F13 - Extending Appointment Academic Administrator City College of San Francisco.

F14 - Ratifying The Appointment for Record-Keeping Purposes and Extending The Appointment of an Academic Administrator.

G1-11 - Academic Employees, Credit Program, District Funded

H1-4 - Academic Employees, Credit Program, Categorically Funded

J1-4 - Academic Employees, Non-Credit Programs, Categorically Funded

K1-2 - Academic Employees, Non-Credit Programs, District Funded

L1 - Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract

N1-4 - Academic Employees Community Services Classes

SPECIAL

S1 - Adopting Amended Wage Rates and Benefit Levels for Fiscal Year 1997-98 for Unrepresented Employees of the District Occupying Positions Within the Classifications of Chief Stationary Engineer (7205), Apprentice Stationary Engineer (7333), Stationary Engineer (7334), and Senior Stationary Engineer (7335)

S2 - Designating The Director of College Development and The director of Administrative services as persons who may permit the use of the name of entities of the San Francisco Community College district for the solicitation of funds or property.

S3 - Authorization to conduct an excursion to China in connection with an instructional program, for approximately three weeks in June - July 1998.

S4 - Establishing Wage Rate and Benefit levels for the Classification of Assistant Reproduction Services Manager (1776)

S5 - Authorizing the Establishment of an Academic Administrators’ Voluntary Sick Leave Bank

Buildings and Grounds

* It is recommended that all resolution agenda items identified with letter * in the right hand column are eligible for consideration as Consent agenda items.
W1 - Amending Resolution No. 970424-W1 to include the following changes: 1) the correct rental address is 880 Clay St., San Francisco, California; 2) estimated commencement date is August 6, 1997, and the expiration date is June 7, 2002; 3) City College shall have the option to extend the term for an additional period of five years; 4) City College has exclusive use during the hours of 7:30 a.m. to 1:30 p.m. and 6:00 p.m. to 10 p.m. on Monday through Friday beginning August 6 through June 7 of each calendar year of the term; 4) Annual base rent shall begin at $52,000 per year, which includes $200 per month for 10 months to cover building maintenance and repairs, and shall be adjusted each subsequent year by the CPI for San Francisco 5) City College shall pay the landlord 4/7 of the monthly cost of utilities and 4/7 of the cost of custodial services for the rented space.

W2 - Authorization to exercise option to renew rental agreements for the use of space by the City College of San Francisco Campuses for fiscal year 1997-98.

Informational Reports – No Action Necessary

XII. Request to Speak

XIII. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: August 28, 1997
Alemany Campus
(Gough Street Location)

* - It is recommended that all resolution agenda items identified with letter * c in the right hand column are eligible for consideration as Consent agenda items.
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution 960523-B1
Authorization to contract with Aura Clendenen, WBE/MBE, for reporting and transcribing services for the San Francisco Community College District Board of Trustees Meetings, at a cost not to exceed $10,000 for the period July 1, 1997 to June 30, 1998. Payment is based on $5.00 per verbatim page received.

President and Members:

The Office of the Chief Operating Officer wishes to contract with Ms. Aura Clendenen, an MBE/WBE proprietor, to provide reporting and transcribing services for the Board of Trustees meetings for the period listed above.

Execution of this contract is necessary for accurate documentation of the proceedings of the Board of Trustees meetings. Contractor agrees and declares that she is qualified to perform such special services and that she is willing to render them.

California Government Code Section 53060 reads in part as follows: “The legislative body of any public or municipal corporation or District may contract with and employ any persons for the furnishing to the corporation or District special services and advice in financial, economic, accounting, engineering, legal or administrative matters if such persons are specially trained and experienced and competent to perform the special services required....”

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District Board of Trustees will contract with Aura Clendenen for her to provide reporting and transcribing services at the San Francisco Community College District Board of Trustees Meetings, at a cost not to exceed $10,000 for the period July 1, 1997 to June 30, 1998. Payment is based on $5.00 per verbatim page received.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute this contract on behalf of San Francisco Community College District.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter Goldstein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B2
Approval of a contract for special services and advice for Caroline Brownstone, Women Business Enterprise (WBE) to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC) and to develop and prepare materials for small business training workshops, during the period between July 1, 1997 and December 31, 1997, at a cost not to exceed $10,000.

President and Members:

On November 21, 1996, the Board of Trustees adopted a resolution which authorized the execution and submission of Standard Grant Agreement, C96-0117, and appropriation of all funds received upon approval by the California Trade and Commerce Agency to provide continued funding for the SBDC for the period January 1, 1997 to December 31, 1997. In order to accomplish the SBDC’s mission to increase local economic development by providing business counseling and training to small business owners, the SBDC is in the process of increasing its capacity to perform business counseling with more small business owners and is developing and implementing new specialized training workshops.

The anticipated business counseling to be performed by Caroline Brownstone, an independent contractor, will substantially aid the SBDC in reaching its 1997 contract milestones for one-on-one counseling. It will increase the depth and expertise of the SBDC counseling team.

No General Funds from the District is required.

The following resolution is recommended for adoption:

RESOLVED: That the SFCCD be authorized to contract services with Caroline Brownstone, an independent contractor, to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC); and implement small business training workshops, during the period between July 1, 1997 and December 31, 1997, at a cost not to exceed $10,000 be approved.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record this contract. On the accounts of the SFCCD and to submit any and all reports required by the State Chancellor’s Office in the administration of said program.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Steven Glick
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B3
Authorization to contract with 1) Yi Mae Chiu, $9,000; 2) Shun Kwai Mak, $9,000; 3) Gail Ong, $9,000; 4) Dennis Toseland, $4,374 and 5) Jacob Ely, $3,814 to provide technical assistance and program research and development for Garment 2000, School of Applied Science and Technology. For a total not to exceed $35,187.

President and Members:

The Board of Trustees approved Board Resolutions Nos 960627-B27, 960829-B8, 970327-B2, and 970626-B14 appropriating funds for Garment 2000 to establish a model program within the apparel sector of how community colleges can collaborate with industry and labor to promote economic development and growth. To execute this program City College needs to draw upon the expertise of specialist from within the apparel industry and the field of labor research and analysis. Therefore, Garment 2000 would like to hire the following persons as consultants to provide technical assistance, program research and development, and other authorized duties. Consultants are to be compensated at rates not to exceed the prevailing standards within the apparel industry and those determined by the contracts City College has with its employees. The name, scope of work, period of service, and maximum amount of each contract are as follows:

1. Yi Mae Chiu. Develop time study and costing procedures for the local apparel industry. Supervise and conduct bilingual workshops in rate and quota setting. Develop a detailed sewing standard time allowance for the production of garments. Oversee the installation of a Sewing Operations Library of Times and Rates and a video project that will provide lessons pertaining to the rate library. Assess and install quality control procedures for sewing contractors. For the period July 1, 1997 through December 31, 1997. For a total not to exceed $9,000.

2. Shun Kwai Mak. Implement the "Portnoff Method" of training sewing machine operators. Conduct training sessions as required, conduct demonstrations to sewing contractors, provide on-site development. Oversee the production of a video demonstrating this method. Develop a modular demonstration Team and train members in the skills needed to operate a modular sewing Unit. For the period July 1, 1997 through December 31, 1997. For a total not to exceed $9,000.

4. Dennis Toseland. Conduct a study of modular manufacturing in garment production to identify when and under which conditions this production method is most likely to enhance the competitiveness of local apparel businesses. This study will enhance our understanding of how modular production is affected by factors such as the nature and stability of a company's product line; the size of the company; the preparedness of the workforce; the management worker relationship; the way in which the concept of teamwork is introduced to the line workers; the investment of time and other resources in worker training; management and supervisor buy-in, and a factory's ability to invest in new equipment. Assess the impact that NAFTA has and will have on the San Francisco Bay Area apparel sector and assess the impact that the restructuring of the retail industry is having on the garment industry. For the period July 14, 1997 through August 31, 1997. For a total not to exceed $4,374.

5. Jacob Ely will work under the direction of Dennis Toseland to complete the tasks listed under number four. For the period July 14, 1997 through August 31, 1997. For a total not to exceed $3,814.

Funding for these contracts is from the following grants awarded to Garment 2000: Mayor's Office of Community Development, California Community Colleges (Economic Development) and U. S. Department of Labor.

No general funds from the District are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorization to contract with 1) Yi Mae Chiu, $9,000; 2) Shun Kwai Mak, $9,000; 3) Gail Ong, $9,000; 4) Dennis Toseland, $4,374 and 5) Jacob Ely, $3,814 to provide technical assistance and program research and development for Garment 2000, School of Applied Science and Technology. For a total not to exceed $35,187.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record these budgets on the accounts of the SFCCD and to submit any and all reports required in the administration of said programs.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970731-B4  
Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the San Francisco Mayor's Office of Community Development (MOCD) to provide technical assistance and workforce development services to small and medium sized apparel businesses through the Garment 2000 program for the period February 1, 1998 through January 31, 1999, City College of San Francisco, not to exceed $150,000.

President and Members:

The San Francisco Mayor's Office of Community Development (MOCD) is requesting proposals for the 1998 San Francisco Community Development Program under the Community Development Block Grant Program (CDBG) for 1998.

The District's proposal is for funds to provide technical assistance and workforce development services to small and medium sized apparel businesses in San Francisco. The proposed services represent an integral component of Garment 2000's overall program for 1998.

The total amount being requested is $150,000 for the period February 1, 1998 to January 31, 1999. The Dean of the School of Applied Science & Technology will oversee implementation of the grant.

Garment 2000 will match the proposed grant with $210,000 in additional funds. This amount has already been secured from the Levi Strauss Foundation and the U.S. Department of Labor.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized 1) to submit an application for funds, and 2) to appropriate all funds receivable upon approval by the San Francisco Mayor's Office of Community Development (MOCD) to provide technical assistance and workforce development services to small and medium sized apparel businesses under the Garment 2000 program.
FURTHER BE IT RESOLVED: That upon approval by the San Francisco Mayor's Office of Community Development (MOCD) with the condition that the terms of the contract are not significantly amended and in accordance with Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriations are made in the General Fund, Part B - Restricted to cover the following project for the period February 1, 1998 through January 31, 1999.

**Income From MOCD:**

San Francisco Mayor's office of Community Development $150,000

**Expenditures:**

- Academic Salaries $88,465
- Classified Salaries 10,500
- Employee Benefits 14,845
- Supplies 780
- Consultant Services 22,800
- Travel 1,500
- Indirect Costs 11,110

Total Expenditures $150,000

**Matching Funds:**

- Levi Strauss Foundation $10,000
- U. S. Department of Labor 200,000

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute all documents necessary to record this budget on the accounts of the San Francisco Community College District and to submit any and all reports required by the San Francisco Mayor's Office of Community Development in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Resolution No. 970731-B5
Authorization to (1) submit an application for a Community Development Block Grant, and (2) appropriate all funds upon approval by the Mayor’s Office of Community Development of the City and County of San Francisco to construct a Landscaped Open and Public Space area on the John Adams Campus (along Ashbury and Hayes streets) for the benefit of low and moderate income students for the period of February 1, 1998 to January 31, 1999 in the amount not to exceed $250,000.

President and Members:

This resolution requests an authorization to submit a grant application to the Mayor’s Office of Community Development of the City and County of San Francisco to fund a Public Space and Landscape Improvement project for the John Adams Campus.

The proposed project involves construction of a low-maintenance and accessible landscaped terrace area along the Hayes and Ashbury street sides of the John Adams Campus. The project includes the planting of flora in an attractive landscaped area, the building of a functional and accessible seating areas, the improvement of walkways and the installation of a new fence-all of which will provide students with usable open space that will add to improving the conditions of the school and the surrounding neighborhood.

The project will allow John Adams’ students to study, eat lunch, and relax between classes in a unique open space environment. Construction of an outdoor seating area with appropriate flora would benefit the surrounding community as well as CCSF students. The project has been endorsed by the Panhandle Residents Organization and the North of Panhandle Neighborhood Association.

The following Resolution is recommended for adoption:

BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to submit an application for a Community Development Block Grant to the Mayor’s Office of Community Development of the City and County of San Francisco for the development and construction of a landscaped open space area at the John Adams Campus to serve students. The Grant will cover the period of February 1, 1998 though January 31, 1999 and is in an amount not to exceed $250,000.
FURTHER BE IT RESOLVED: That the San Francisco Community College District acknowledges that if it is selected for funding, the district will agree to (a) Assure the continual use of the improvements to students/residents; (b) Comply with Agreement and all relevant Federal and local requirements; and (c) Assure that adequate maintenance funds are available for the upkeep and repair of all completed public space improvements.

FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the San Francisco Community College District, and to submit any and all required reports in the administration of the said project.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Linda Squires Grohe
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.970731-B6
Authorizing the application and appropriation of all funds receivable from the California State Department of Education for ESL, ABE, VESL and ESL/Citizenship Programs under the Adult Basic Education Act, PL 100-397, Section 321, July 1, 1997 - June 30, 1998, City College of San Francisco Campuses, For a total not to exceed $695,620.

President and Members:

This resolution authorizes the application and appropriation of any and all funds receivable from the California Department of Education under the Adult Basic Education Act, PL 100-297, Section 321. The funds are provided to alleviate artificial barriers that may prevent adult students from attending classes. Program activities include pre-post testing, curriculum and test development, faculty in-service training, data collection and project coordination. All expenditures support non-credit English-as-a Second Language, Adult Basic Education, Vocational ESL and ESL/Citizenship courses. The amount totals $695,620. However, the final award will be determined by actual student attendance hours for school year 1997-98.

No District matching funds are required.

The following resolution is recommended for approval:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to apply for and appropriate any and all funds from the California Department of Education under the Adult Basic Education Act, P.91-230, Section 321 for ESL, ABE, VESL and ESL/Citizenship Programs, July 1, 1997 - June 30, 1998, City College of San Francisco Campuses, For a total not to exceed $695,620 and

FURTHER BE IT RESOLVED: That upon approval by the California State Department of Education, with the condition that the terms of the award are not significantly amended, and in accordance with the Title V, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following project is authorized for the period July 1, 1997 through June 30, 1998.
Federal Income from State Sources

California Department of Education $695,620

Expenditures

City College of San Francisco Campuses
ESL, ABE, VESL and ESL/Citizenship Programs

Certified Salaries $208,934
Classified Salaries 132,500
Fringe Benefits 61,117
Supplies 276,069
Other Operating Expenses 17,000

Total $695,620

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this appropriation on all the accounts of the SFCCD and to submit any and all reports required by the California Department of Education in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Gary Tom
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B7
Authorization for Contract Modification #1 with Alpha Bay Builders Inc., to cover the cost of Change Order #1, for $5,341 for the Project: CCSF, Student Health Center Alteration, located at the Phelan Campus, for a total contract cost not to exceed $53,541.

President and Members:

Resolution 970123-B23 authorized the District to contract with Alpha Bay Builders, Inc. for construction services for the project: CCSF, Student Health Center Alterations, for a fee of $48,200. This Contract Modification #1, in the amount of $5,341 is necessary to cover the cost of additional work for code compliance requirements specified by the Office of Regulation Services (ORS), Division of the State Architect.

This Change Order #1 for, Contract Modification #1, in the amount of $5,341, includes the following: (a) Install additional structural steel channel for structural support, $2,238; (b) Install an additional smoke detector with activated fire damper, $1,362; (c) Install additional channel for soffit, $358; (d) Install eight additional braces (8) for walls, $400; (e) Install additional push bar hardware for doors, $983. Total cost of Contract Modification #1 is $5,341 and will make the total contract amount $53,541.

This contract will be completed on or before August 31, 1997. This project work will be charged to the appropriate fund number and is 100% funded by the 1995-96 State Block Grant for the Student Health Center.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract Modification #1 with Alpha Bay Builders Inc., to cover the cost of Change Order #1, for $5,341 for the Project: CCSF, Student Health Center Alteration, located at the Phelan Campus, for a total contract cost not to exceed $53,541.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to the appropriate fund number.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970731-B8  
Authorization to contract with the Department of Public Works, for special services and advice to provide the District with a hazardous materials inspection report and work plan, for the Project: Cloud Hall Remodel for Allied Health, at a cost not to exceed $12,000.

President and Members:

The District wishes to contract with the Department of Public Works to provide a comprehensive hazardous materials inspection report and work plan, for the Project: Cloud Hall Remodel for Allied Health, located at the Phelan Campus. The inspection report will specify all construction-related hazardous materials that are present in the building and will provide a work plan for the abatement of such hazardous materials. This project is necessary as construction-related hazardous materials present in Cloud Hall have to be identified in the bid documents prior to commencement of the Allied Health remodeling project.

The total cost of this Contract is $12,000 and is to be charged to Appropriation No. 412015-0130-6201-7100-S and is funded by a state grant for hazardous materials. This contract will be completed on or before November 30, 1997.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to contract with the Department of Public Works, for Special Services and Advice to provide the District with a hazardous materials inspection report and work plan, for the Project: Cloud Hall Remodel for Allied Health, at a cost not to exceed $12,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.412015-0130-6201-7100-S.

Recommended for Adoption:

Del M. Anderson  
Chancellor

Originator: Peter A. Goldstein  
Charles E. Jackson

07/31/97 - B8 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B9
Amending Resolution 970424-B15, Authorization to receive bid from and award contract to the firm of Technical Applications Material Systems, for construction services for the Project: B204-208 Bungalow Reroofing Project, located at the Phelan Campus, for a cost not to exceed $60,000.

President and Members:

The District received qualified bid proposals from construction firms, including MBE firms and the District wished to contract with the lowest responsive bidder, for the project: B201-208 Bungalow Reroofing Project, located at the Phelan Campus which includes removal of existing roof material and replacing it with urethane foam, and installation of flashing, drain pipes, and gutters, for a cost not to exceed $60,000. This contract will be completed on or before August 31, 1997.

This project will be charged to Appropriation Fund No. 412256-0130-6200-7100-S, and is 78% funded by the 1996-97 State Deferred Maintenance Grant. The balance 22% is the District share and is funded by the General Obligation Bond.

The following resolution is recommended for adoption:

RESOLVED: That Resolution No. 970424-B15 be amended and receive bid from and award contract to the firm of Technical Applications Material Systems, for construction services for the Project: B201-208 bungalow Reroofing Project, located at the Phelan Campus, for a cost not to exceed $60,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or designees are hereby authorized to execute all documents necessary and to charge such work to Appropriation No. : 412256-0130-6200-7100-S.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A Goldstein
Charles E. Jackson

07/31/97 – B9 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B10
Authorization to receive bid from and award contract to Lera electric, the lowest responsive responsible bidder, for the portion of the data Communications Cabling Project CB 97ITS06, located at Batmale Hall, Downtown Campus and John Adams Campus for a cost not to exceed $52,000.

President and Members:

The District requires the installation of network cabling and network equipment for computer labs in Batmale Hall (3rd floor), Downtown Campus (504, 515A, 515B), and John Adams (220 plus backbone cabling to three additional classrooms). The District received qualified bid proposals from three construction firms for the Data Communications Cabling Project CB 97ITSS06 and the District wishes to contract with Lera Electric, the lowest responsive responsible bidder for the portion of the project located at Batmale Hall, Downtown Campus and John Adams Campus. This contract will be completed on or before February 1, 1998.

The cost for the work will be charged against the proceeds from the sale of General Obligation Bonds.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to receive bid from and award contract to Lera Electric for a cost not to exceed $52,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designee are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mamie How
Subject: Resolution No.970327-B11
Authorization for approval to award contract to the firm of Adrienne Wong Associates, a Women Business enterprise (WBE) and Minority business enterprise (MBE) firm, for architectural and geotechnical services for the Project: John Adams Landscaping, located at the John Adams Campus, for a cost not to exceed $15,000.

President and Members:

Resolution 960829-B14 authorized the District to appropriate funds received through the San Francisco Mayor’s Office of Community Development (MOCD) for the Community Development Block Grant Program (CDBG) for the development of a two-tiered terrace area at the John Adams Campus. MOCD is providing $15,000 for the schematic design proposal.

There is no District match required.

The District received five proposals and Adrienne Wong Associates is the best qualified firm. The District wishes to contract with Adrienne Wong Associates WBE/MBE, a certified woman owned Minority Business Enterprise, to provide architectural and geotechnical services for the John Adams Campus Landscaping Project at a cost not to exceed $15,000.

The service to be provided will include the development of design proposals for an accessible ramp, courtyard, paving layout and finishes, site amenity selection of benches and lighting, civil engineering and geotechnical boring services. This contract will be completed on or about September 30, 1997.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval to award contract to the firm of Adrienne Wong Associates, WBE/MBE, for architectural and geotechnical services for the Project: John Adams Landscaping, located at the John Adams Campus, for a cost not to exceed $15,000.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 960627–B12
Authorization to contract with Kennedy/Jenks Consultants, Engineers and Scientists, with a project team consisting of three certified Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) firms, for the Project: South Balboa Reservoir Engineering Study, at a cost not to exceed $85,000.

President and Members:

The District received eight (8) responses to a request for proposals to conduct an engineering study for the South Balboa Reservoir. The proposals were reviewed by a committee consisting of a member from each of the following groups: Students, Engineering department, Buildings & Grounds, San Francisco City and County Bureau of Engineering, and Office of Facilities Planning. The Committee ranked Kennedy/Jenks Consultants as the top rated firm of the eight firms interviewed. Kennedy/Jenks Consultants is an engineering firm and has a long track record of developing integrated engineering/utility plans and design solutions, and has extensive experience working with educational facilities. Their project team is comprised of ten firms, of which six are MBE/WBE firms.

Kennedy/Jenks Consultants
Geo/Resource Consultants, Inc. (MBE)
EIP Associates
Pittman & Hames (WBE)
Korve
CCTC Inc. (MBE)
Martin M. Ron Associates, Inc.
DownUnder Technologies
Merril + Befu Associates (WBE)
Don Todd Associates, Inc. (MBE)

The scope of services provided will include a complete project engineering report consisting of: geological, seismic, site and soils analysis; utility plans including water, power, sewer, drainage and gas; traffic and environmental studies; and providing a cost estimate for acquiring California Environmental Air Quality Act (CEQA) compliance.

This contract will be 100% funded by the State Capital Outlay Grant for the South Balboa Reservoir Engineering Study and will be charged to the appropriate fund number. This engineering/utility study will be used to apply for future funding opportunities in anticipation of developing the South Balboa Reservoir.
The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to contract with Kennedy/Jenks Consultants, Engineers and Scientists, with a project team consisting of three certified Minority Business Enterprise (MBE) & three Women’s Business Enterprises (WBE) firms, for the Project: South Balboa Reservoir Engineering Study, at a cost not to exceed $85,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to the appropriate fund number.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B13
Authorizing the approval of Contract Modification #1, for Change Order #1, a credit for $7,325, for Ghilotti Brothers, for project: CCSF, Balboa Reservoir Parking, located at the Phelan Campus, for a total and will reduce the contract cost to $215,530.

President and Members:

Resolution 960227-B25 authorized the District to contract with Ghilotti Brothers, the lowest responsible bidder for the project: Balboa Reservoir Parking, located at the Phelan Campus, for a fee not to exceed, $222,855.

This Change Order #1 for, Contract Modification #1, a credit in the amount of $7,325, includes the following: credit to change the metal beam guard rail to reused concrete K-Rail. Total cost of Contract Modification #1 is a credit for $7,325 and will reduce the total contract amount to $215,530.

This contract will be completed on or before August 31, 1997. This project work will be charged to Appropriation Fund No. 413105-0130-6200-7100S and is 50% funded by the Maintenance Assessment District.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for the approval of Contract Modification #1, for Change Order #1, a credit for $7,325, for Ghilotti Brothers for project: Balboa Reservoir Parking, located at the Phelan Campus, for a total and will reduce the contract amount to $215,530.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to Appropriation No.: 413105-0130-6200-7100-S.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B14
Authorization to receive bid from and award contract to Barri Electric Company, Inc., a certified Minority Business Enterprise firm (MBE) and lowest responsible bidder for installation of electrical service for site lighting at the South Balboa Reservoir for the Project: South Balboa Reservoir Parking, located at the Phelan Campus, for a cost not to exceed $35,000.

President and Members:

The District received qualified bid proposals from electrical firms, including Minority Business Enterprise (MBE) firms and the District wishes to contract with the lowest responsible bidder, for the project: South Balboa Reservoir Parking, located at Phelan Campus. The project consists of installing a 1-1/4” conduit with conductors for the installation of site lighting and ticket machines. Site lighting is necessary for student safety as new parking spaces were added in the South Balboa Reservoir.

This contract will be completed on or before August 31, 1997. This project is funded by the 1997-98 Parking Fund.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to receive bid from and award contract to Barri Electric Company, Inc., a certified Minority Business Enterprise firm and lowest responsible bidder for installation of electrical service for site lighting at the South Balboa Reservoir for the Project: South Balboa Reservoir Parking, located at the Phelan Campus, for a cost not to exceed $35,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designee are hereby authorized to execute all documents necessary and to charge such work to the Appropriate Fund.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B15
Authorization for Contract Modification #2, with Seto’s
Construction, to cover the cost of Change Order #2, for
$2,356, for the Project: Elevator Project, located at the Evans
Campus, for a total contract cost not to exceed $173,335.

President and Members:

Resolution 940825-B7 authorized the District to appropriate funds received
through the San Francisco Mayor’s Office of Community Development (MOCD) for the
Community Development Block Grant Program (CDBG) for an elevator addition at the
1400 Evans Avenue location. MOCD is providing $105,000 and the balance is provided
by the District. Resolution 960725-B23 authorized the district to contract with Seto’s
Construction the lowest responsible bidder to build the project: CCSF, Elevator Project,
for a fee of $164,303.

This Contract Modification #2, in the amount of $2,356 is necessary to
cover the cost of additional work: Change Order #2: (a) Install one-hour ceiling at elevator
shaft, $700; (b) Add steel angles to reinforce the existing steel truss, $856; (c ) Install new
carpet on the ground floor, $800.

This Contract Modification #2 will bring the total cost of this contract to
$173,335. and will be charged to the Elevator Project Budget, Appropriation Fund No.
412232-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract
Modification #2, for $2,356, with Seto’s Construction, to cover the cost of
Change Order #2, for $2,356, for the Project: Elevator Project, located at
the Evans Campus, for a total contract cost not to exceed $173,335.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating
Officer, and/or their designee are hereby authorized to execute all
documents necessary and to charge such work to the Elevator Project
Budget, Appropriation Fund No. 412232-0130-6200-7100-S.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson

07/31/97 B15 Page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B16
Authorization to contract with Acres Consulting Engineers, Inc., a certified Minority Business Enterprise (MBE) firm, for Special Services and Advice to provide the District with professional engineering services for traffic improvement and signal design, for the Project: Balboa Reservoir Parking, at a cost not to exceed $10,000.

President and Members:

The District wishes to contract with Acres Consulting Engineers, Inc., a certified MBE firm, to provide a preliminary traffic study and construction plans that comply with all project scope requirements of the San Francisco Department of Parking and Traffic, for traffic improvement at the Balboa Reservoir intersection along Phelan Avenue, for the Project: CCSF, Balboa Reservoir Parking. This project is necessary for pedestrian safety and for traffic flow improvement on Phelan Avenue as additional parking spaces have been added in the South Balboa Reservoir.

Acres Consulting Engineers is recommended because the firm has provided very valuable assistance to the district by providing construction documents, parking layout design services, drainage, and circulation analysis for the South Balboa Reservoir Parking Project. Acres has knowledge of the City Planning and Parking and Traffic Departments requirements for this project and is able to apply this experience to the traffic improvement and traffic signal project. This contract will be completed on or before October 31, 1997.

The total cost of this Contract is $10,000 and is funded by the General Obligation Bond.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to contract with Acres Consulting Engineers, Inc., a MBE firm, for Special Services and Advice to provide the District with professional engineering services for traffic improvement and signal design, for the Project: Balboa Reservoir Parking, at a cost not to exceed $10,000.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to appropriate fund number.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B17
Authorization to contract with Brown & Wood from July 1, 1997 through June 30, 2000 for legal services associated with the issuance of General Obligation Bonds or other financial instruments at a total cost not to exceed $50,000 per year, with all such costs to be paid for with proceeds from the issuance of general obligation bonds

President and Members:

San Francisco voters recently passed a ballot measure for a general obligation bond issue for both the San Francisco Community College District and the San Francisco Unified School District. Consequently, the College now requires the special services and advice of a law firm that can act as bond counsel during the next three years. The Chief Operating Officer has consulted with the City Attorney’s Office on this matter as well as the San Francisco Unified School District. As a result of these discussions the Chief Operating Officer is recommending the firm of Brown & Wood to fill this need. This recommendation is in compliance with Government Code Section 53060.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District contract with Brown & Wood from July 1, 1997 through June 30, 2000 for legal services at a total cost not to exceed $50,000 per year with all such costs to be paid for with proceeds from the issuance of general obligation bonds
FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Recommended for adoption:

Del M. Anderson

Originator:

Peter Goldstein
Chief Operating Officer
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B18
Authorization to extend the contract with DR Associated
International to continue to provide investigative services,
July 1, 1997 through December 31, 1997 at a rate of $80.00
per hour, not to exceed $8,000.00

President and Members:

When complaints are filed against the District or District employees, it is
critical that investigatory interviews and fact-finding must be done quickly.
Current Staffing levels are not adequate enough to ensure that such
investigations are done quickly. Consequently, it is recommended that such
investigations be done by an independent contractor.

California Government Code 53060 reads in relevant part as follows: “The
legislative body of any public or municipal corporation or district may contract
with and employ any persons for the furnishing to the corporation or district
special services and advice in financial, economic, accounting, engineering,
legal, or administrative matters if such persons are specially trained and
experienced and competent to perform the special services required.”

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District
extend the contract with DR Associated International as an independent
contractor, pursuant to Government Code 536060 at a fee of $80.00 per
hour, from July 1, 1997 though December 31, 1997 for investigative
services and other related services, not to exceed $8,000.00; and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating
Officer, and/or their designees are hereby authorized to execute any and
all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Linda Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B19
Authorization to receive bid from and award contract to Metropolitan, the lowest responsible bidder, for the Data Communications Cabling CB97ITS06 project, located at the Cloud Hall and Gough Street for a cost not to exceed $40,000.

President and Members:

The District requires the installation of network cabling and network equipment for computer labs in Cloud Hall (115/116, 111/112) and offices at Gough Street. The District received qualified bid proposals from construction firms for the Data Communications Cabling Project CB97ITS06 and the District wishes to contract with Metropolitan Company, the lowest responsible bidder for the portion of the project located in Cloud Hall and at the Gough Street Offices. This contract will be completed on or before February 1, 1998.

This cost for this work will be charged against the proceeds from the sale of General Obligation Bonds.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to receive bid from and award contract to Metropolitan for a cost not to exceed $40,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designee are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mamie How
The Honorable Board of Trustees
of San Francisco Community College District

Subject: Resolution No. 970731-B20
Authorization to amend the contract with Q-Image Corporation for special services to assist the Information Technology Services Department of City College of San Francisco with the implementation of special network projects from April 28, 1997 through June 30, 1997 to augment the original total cost not to exceed $8,532 by an additional $790 for a new total cost not to exceed $9,322.

President and Members:

By Resolution No. 970424-B24, the Board of Trustees authorized a contractual agreement between City College of San Francisco and Q-Image Corporation to assist the ITS Department in two network projects, both of which were recommended by the College’s network consultants, Angus Hamer Networking. The two projects would improve dial-up services to the college’s computer network and improve access time to the World Wide Web.

The original budget was for 108 hours of time to complete both projects - Portmaster reconfiguration to improve dial-up access and implementation of secondary domain name/ proxy servers for improved Internet access. A total of 118 hours was required to complete the project.

THEREFORE BE IT RESOLVED: That the District amend the contract with Q-Image Corporation for special services to assist the Information Technology Services Department of City College of San Francisco with the implementation of special network projects from April 28, 1997 through June 30, 1997 to augment the original total cost not to exceed $8,532 by an additional $790 for a new total cost not to exceed $9,322.

FURTHER, BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee, are hereby authorized to execute such a contract on behalf of the San Francisco Community College District.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Mamie How
07/31/97 B20 Page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 970731-B21
Authorization to (1) contract with, and 2) appropriate funds from the Mathematics and Science Teacher Education Program (MASTEP administered jointly by San Jose State University (SJSU) and San Francisco State University (SFSU) to provide release time for three CCSF faculty members to work on course and curriculum development and to purchase equipment for the period of July 1997 to June 30, 1998 in the amount not to exceed $57,817

President and Members:

This resolution requests an authorization to (1) contract with, and 2) appropriate federal funds from the Mathematics and Science Teacher Education Program (MASTEP) jointly administered by San Jose State University (SJSU) and San Francisco State University (SFSU) to provide release time for three faculty members to work on course and curriculum development. Annette Rappleyea, Peter Rowe and Raymond Fong will be the three faculty working on the project.

A large proportion of the K-12 teachers in the State of California receive their degrees from the CSU system and this grant seeks to improve the science and math components of those degree programs. CCSF is a partner in this program to support the development of science and math courses at the lower division level as well as to recruit students from under-represented groups to science and math teaching.

No additional physical space or in-kind match is required. San Jose State University together with San Francisco State University are the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to (1) contract with, and 2) appropriate funds from the Mathematics and Science Teacher Education Program (MASTEP) jointly administered San Jose State University (SJSU) and San Francisco State University (SFSU) to provide release time for three faculty members to work on Course and Curriculum Development and to purchase equipment for the period of July 1997 to June 30, 1998 in the amount not to exceed $57,817.

Expenditure
Academic salaries $19,944

07/31/97 B21 Page 1
Employee benefits  $2,617
Equipment  $30,000
CCSF administrative cost  $5,256
Total not to exceed  $57,817

FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD, in the administration of the said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Manlove
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 960731-B22
Authorization to amend Resolution No. 960620-B10 to extend the time period until June 30, 1999.

President and Members:

On June 27, 1996 the Board of Trustees adopted Resolution No. 960620-B10 approving application for and appropriation of $168,479 received under the State of California Department of Health Services (DHS) to plan, develop, implement, and coordinate for the Department of Health Services, Women, Infants and Children (WIC) supplemental Food Branch a two-semester pilot job-specific training program for WIC participants to prepare them as nutrition para-professionals during the period of July 1, 1996 to June 30, 1998. The state DHS is granting additional time until June 30, 1999 to complete the program.

The following resolution is recommended for adoption:

RESOLVED: The Board of Trustees on June 27, 1996 adopted Resolution No. 960620-B10 approving application and appropriation of $196,479 received under the State of California Department of Health Services (DHS) to plan, develop, implement, and coordinate for the Department of Health Services, Women, Infants and Children (WIC) supplemental Food Branch a two-semester pilot training program for WIC participants to prepare them as nutrition para-professionals during the period of July 1, 1996 to June 30, 1998, and

FURTHER BE IT RESOLVED: As the State of California Department of Health Services (DHS) granted additional time period until June 30, 1999, that Resolution 960620-B10 be amended to extend the time period for this program until June 30, 1999.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Linda Squires Grohe
Honorable Governing Board of the 
San Francisco Community College District

Subject: Resolution No. 970731-B23
Authorization to 1) contract with, and 2) appropriate funds from San Francisco Airport Commission to provide up to 360 hours for project management, up to 27 hours for program development up to 328 hours for facility usage, up to $8,460 for materials, textbooks, equipment/supplies and mileage, July 3, 1997 through March 30, 1997, City college of San Francisco, $100,580.

President and Members:

The San Francisco Airport Commission (SFAC) has requested City College of San Francisco to provide up to 360 hours of instruction for a total of $69,600, up to 67 hours for project management at $100.00 an hour, up to 328 hours for facility usage at $40.00 an hour, and up to $8,460 for materials, textbooks, equipment/supplies and mileage for Fall Protection, competent Person Training, Aerial Lift Operator training for bucket Trucks, Confined Space Entry, Confined Space Rescue, How to conduct a Safety Meeting, Lead construction for Workers, Lead Construction for supervisor, Lead Refresher for supervisors, AHERA Refresher, Diversity Training.

No district match is required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute a contract on behalf of City College of San Francisco with the San Francisco Airport Commission to provide up to 360 hours of instruction, up to 67 hours for project management, up to 27 hours for program development up to 328 hours for facility usage, up to $8,460 for materials, textbooks, equipment/supplies and mileage, July 3, 1997 through March 30, 1998, City College of San Francisco, $100,580.

FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made to the General Fund, Part B – Restricted to cover the following project for the period July 3, 1997 through March 30, 1998.

Local Income

San Francisco Airport Commission $100,580
### Expenditures

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction</td>
<td>$69,600</td>
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<tr>
<td>Project Management</td>
<td>6,700</td>
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<tr>
<td>Project Development</td>
<td>2,700</td>
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<tr>
<td>Facility usage</td>
<td>13,120</td>
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<tr>
<td>Materials, textbooks, equipment/supplies, and mileage</td>
<td>8,460</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$100,580</strong></td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the SFCCD and to submit any and all reports required by the San Francisco Airport Commission in the administration of said program.

Recommended for adoption:

Del M. Anderson  
Chancellor  

Originator: Judy Teng
Subject: Resolution No. 970731-B24

Authorization to 1) contract with, and 2) appropriate funds from The Women’s Foundation to provide up to 956 hours of instruction in Basic and Life Skills Training, Computer Technology, Business English/Office Procedures, Business Communication, Job Search, Pre-employment/Test Preparation/Skills, up to $8,000 of curriculum development, up to $8,000 for tutorial, up to 70 hours for field trips/guest speakers, up to $4,520 for Counseling and Coordination, up to $3,000 for orientation and assessments, July 1, 1997 through December 31, 1998, City College of San Francisco, up to $100,000.

President and Members:

The Women’s Foundation received a pilot training program grant from Pacific Gas and Electric Co. (PG&E) aimed at moving forty (40) welfare or Temporary Assistance for Needy Families (TANF) recipients into the work force. This collaborative effort is funded by PG&E, Roberta Enterprises CORESTAFF, (a temporary employment agency), The Women’s Foundation, the San Francisco Department of Human Services and CCSF. City College of San Francisco will provide classes custom-designed in subjects ranging from individualized computer-based training course in basic and life skills to work readiness skills. Other support services include group counseling, child care, mentorship, on-the-job internship health care, transportation and post employment counseling.

This training consists of two cycles (six months per cycle).

No district match is required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute a contract on behalf of City College of San Francisco with The Women’s Foundation to provide up to 956 hours of instruction in Basic and Life skills Training, Computer Technology, Business English/Office Procedures, Business Communication, Job Search, Pre-employment/Test Preparation Skills, up to $8,000 of curriculum development, up to $8,000 for tutorial, up to 70 hours for field trips/guest speakers, up to $4,520 for Counseling and Coordination, up to $3,000 for orientation and assessments, July 1, 1997 through December 31, 1998, City college of San Francisco, up to $100,000.
FURTHER BE IT RESOLVED: That in accordance with the Title 5 California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made to the General Fund, Part B – July 1, 1997 through December 31, 1998.

Local Income

The women’s Foundation $100,000

Expenditures

Orientation and Assessment 3,000
Instruction 76,480
Curriculum Development 8,000
Tutorial 8,000
Counseling and coordination 4,520

Total $100,000

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record any and all reports required by The Women's Foundation in the administration of the program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Judy Teng
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 970731-B25
Authorization to 1) submit a renewal application for funds, and 2) to appropriate all funds receivable upon approval by the California Community Colleges Chancellor’s Office for the Workplace Learning Resource Center on behalf of the City College of San Francisco, Office of Contract Education for the period July 1, 1997 through August 31, 1998, not to exceed $135,200.

President and Members:

On August 29, 1996, the Board of Trustees approved Board Resolution 960829-B15 authorizing the Office of Contract Education to enter into an agreement with the State Chancellor’s Office to continue funding the Workplace Learning Resource Center (WpLRC) for a fourth year. The Office of Contract Education is requesting $135,200 to submit a proposal to operate the WpLRC for the fifth year.

The WpLRC will continue to serve as a regional center for local businesses, government agencies, and community-based organizations to assist them in improving their employees’ skills. Services include customized curriculum, on-site training programs, job task analysis, skill assessments, basic skills, life skills, analytical skills, team building, and Vocational English as a Second Language (VESL).

The total project costs and the sourced for the funding are as follow:

**Income from State Chancellor’s Office**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economic Development Funds</td>
<td>$95,200</td>
</tr>
<tr>
<td>State Leadership (Title IIA) Funds</td>
<td>40,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$135,200</strong></td>
</tr>
</tbody>
</table>

**Expenditures**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional Salaries</td>
<td>$69,979</td>
</tr>
<tr>
<td>Non-instructional Salaries</td>
<td>32,786</td>
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<tr>
<td>Employee benefits</td>
<td>6,235</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>6,000</td>
</tr>
<tr>
<td>Other Operating expenses and Services</td>
<td>9,000</td>
</tr>
</tbody>
</table>
Capital Outlay 6,000
Total Indirect Support Charge (4%) 5,200
Total $135,200

Matching funds of $95,200 in the form of the Dean and program staff’s salary and fringes, computer lab facilities and resource materials will serve as match for the Project.

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to submit a renewal application to the Community College Chancellor’s Office for the Workplace Learning Resource Center on behalf of the City College of San Francisco, Office of Contract Education for the period July 1, 1997 through August 31, 1998, not to exceed $135,200.

FURTHER BE IT RESOLVED: That upon approval by the California Community Colleges Chancellor’s Office, with the conditions that the terms of the award are not significantly amended and in accordance with the Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made to the General fund, Part B – Restricted to cover the following project for the period July 1, 1997 through August 31, 1998.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record budget revision on the accounts of the SFCCD and to submit any and all reports required by Community Colleges Chancellor’s Office in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Judy Teng
Subject: Resolution 970731-B26
San Francisco Community College District declaring its intention to reimburse itself from the proceeds of one or more tax-exempt financings for up to $37 million in expenditures made and/or to be made in connection with the acquisition, construction and equipping of certain capital improvements.

WHEREAS, the San Francisco Community College District (the “District”) is a political subdivision organized and existing under the laws of the State of California; and

WHEREAS, the District has paid, beginning no earlier than 60 days prior to the date hereof, and will pay, on and after the date hereof, certain expenditures (the “Expenditures”) in connection with the acquisition, construction and/or equipping of certain capital projects of the District, including (a) the overhauling of the District’s computer network infrastructure and the design and implementation of a wide area network, including related expenses, and (b) the retrofitting or replacement of certain lighting fixtures and other fixtures and the installation for lighting controls, including related expenses (collectively, the “Projects”) and, and

c) the repair and renovation of various district-owned facilities, and

WHEREAS, the Board of Trustees of the District (the “Board”) has determined that those moneys previously advanced not more than 60 days prior to the date hereof and to be advanced on and after the date hereof to pay the expenditures are available only for a temporary period and it is necessary to reimburse the District for the expenditure from the proceeds of one or more issues of tax-exempt bonds (the “Bonds”);

NOW, THEREFORE, BE IT RESOLVED: by the board as follows:

Section 1, the Board hereby declares the District’s intent to reimburse the District with the proceeds of the bonds for the expenditures with respect to the projects made on and after the date that is not more than 60 days prior to the date hereof. The District reasonably expects on the date hereof that it will reimburse the expenditures with the proceeds of the bonds.

Section 2, Each expenditure was and will be either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of expenditure), (b) a cost of issuance with respect to the Bonds, (c) a non-recurring item that is nor customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent
of the District condition (directly or indirectly) to repay any amount to or for the benefit of the District.

Section 3, The maximum principal amount of the Bonds expected to be issued for the projects is ($37,000,000).

Section 4, The District will make a reimbursement allocation, which is a written allocation by the District that evidences the District’s use of proceeds of the bonds to reimburse an expenditure, no later than 18 months after the later of the date on which the expenditure is paid or the projects are placed in service or abandoned, but in no event more than three years after the date on which the expenditure is paid. The District recognizes that exceptions are available for certain “preliminary expenditures”, costs of issuance, certain de minimis amounts, expenditures by “small issuers” (based on the year of issuance and not the year of expenditure) and expenditures for construction projects of at least 5 years.

Section 5, This resolution shall take effect immediately upon its passage.

Recommended for Adoption

Del M. Anderson
Chancellor

Originator: Peter Goldstein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B27
Authorization for Contract Modification #7, Change Order #8, for $12,472, with B&B Concrete Construction, for the Project: Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $3,051,426.

President and Members:

Resolution 960125-B9 authorized the District to contract with B&B Concrete Construction to build the project: Stadium Renovation, including football field, all weather track, and bleacher modifications, for a fee of $2,302,537. This Contract Modification #7, in the amount of $12,472 is necessary to cover the cost of: Change Order #8 which includes installation of the drainage system to remove water at the southwest corner of the stadium.

This Contract Modification #7 will bring the total cost of this contract to $3,051,426 and will be charged to the appropriate fund number.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract Modification #7, Change Order #8, for $12,472, with B&B Concrete Construction, for the Project: Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed $3,051,426.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such work to the appropriate fund number.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B28
Authorization for Contract Modification #2, for $5,000, with Geo/Resource Consultants, a Certified Minority Business Enterprise firm, for geotechnical services, for the project: Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed, $46,055.

President and Members:

Resolution No. 960409-B15 authorized the District to contract with the firm of Geo/Resource Consultants, Inc. to provide geotechnical services including soils investigations, geotechnical testing, construction inspection and inspection reports for the CCSF Stadium Renovation Project.

Contract Modification #2 is necessary to approve the cost of additional geotechnical testing, construction observation, construction inspection and providing geotechnical reports. This contract Modification #2, for $5,000 will bring the total contract amount to $46,055 and will be charged to Appropriation No.: 939238-0130-6200-7100-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for $5,000, with Geo/Resource Consultants, a Certified Minority Business Enterprise firm, for geotechnical services, for the project: Stadium Renovation, located at the Phelan Campus, for a total contract cost not to exceed, $46,055.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary and to charge such modification to Appropriation No.: 939238-0130-6200-7100-S.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B29
Authorization for Contract Modification #1, for $6,775, with Mazzetti & Associates, Mechanical System Engineers, for a special services and advice, for the Project: Science Hall Acid Waste System, located at the Phelan Campus, for a total contract cost not to exceed $26,775.

President and Members:

Resolution 960829-B30 authorized the District to contract with Mazzetti & Associates to provide special services and advice for the replacement of the acid waste system located at the Science Building on the Phelan Campus.

This Contract Modification #1 will bring the total cost of this contract to $26,775 and will be charged to the appropriate fund number. This contract modification is necessary to cover the cost of: surveying and recording of all existing acid waste plumbing systems; field investigations; secure Office of Regulation Services, Division of the State Architect compliance during plan review; provide quality assurance; and provide internal coordination.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract Modification #1, for $6,755, with Mazzetti & Associates, Mechanical System Engineers, for special services and advice, for the Project: Science Hall Acid Waste System, located at the Phelan Campus, for a total contract cost not to exceed $26,775.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary and to charge such work to the appropriate fund number.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-B30
Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the California Department of Education/Child Development Division, under the State Preschool Education Program for Fiscal Year 1997-98, City College of San Francisco Campuses, for the amount $567,009.

President and Members:

The California Department of Education/Child Development Division under the State Preschool Education Program has again requested that the City College Campus Division, San Francisco Community College District apply for funds to continue its program in 1997-98. Funding for 1996-97 totaled $553,018 and the request for 1997-98 totals $567,009. The purpose of the State Preschool Program initiated in 1966 under AB 1311 is to provide educational opportunities for low income families with children 3-5 years of age. Families must meet the state guidelines for certification.

No district matching funds are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to prepare and submit an application for funds to the California Department of Education/Child Development Division to continue the State Preschool Program for Fiscal year 1997-98, City College of San Francisco, John Adams Campus for the amount of $567,009; and

FURTHER BE IT RESOLVED: That upon approval by the California Department of Education/Child Development Division, with the condition that the terms of the award are not significantly amended and in accordance with Title 5, California Code of Regulations, Section 59001 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the General Fund, Part B-Restricted, to cover the following project for the period of July 1, 1997 through June 30, 1998.

State Income Source

California Department of Education $567,009
State Preschool Education Program
Expenditures

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction</td>
<td>291,505</td>
</tr>
<tr>
<td>Classified</td>
<td>158,852</td>
</tr>
<tr>
<td>Fringe</td>
<td>73,788</td>
</tr>
<tr>
<td>Supplies</td>
<td>7,500</td>
</tr>
<tr>
<td>Contract Services/Other Operating Expenses</td>
<td>25,725</td>
</tr>
<tr>
<td>Equipment</td>
<td>800</td>
</tr>
<tr>
<td>Administrative cost</td>
<td>8,839</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$567,009</strong></td>
</tr>
</tbody>
</table>

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record the appropriated funds on the accounts of the and to submit any and all reports required by the California Department of Education in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originated by: Sandra Handler
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970731-B31  
Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the California Department of Education/Child Development Division for Center Based Child Development Programs for fiscal year 1997-98, City College of San Francisco Campuses, for the amount of $362,907.

President and Members:

The California Department of Education/Child Development Division has again requested that the City College Campus Division, San Francisco Community College District apply for funds to continue the existing Center Based Child Development Program through 1997-98. Funding for 1996-97 totaled $331,019 and the request for 1997-98 totals $362,907. The purpose of the center based program is to provide center based child development services (preschool-3rd grade) in San Francisco County from July 1, 1997 through June 30, 1998.

No District matching funds are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to prepare and submit an application for funds to the California Department of Education/Child Development Division to provide continuing funds for Center Based Child Development Programs for the period of July 1, 1997 through June 30, 1998, City College of San Francisco, John Adams Campus for the amount of $362,907; and

FURTHER BE IT RESOLVED: That upon approval by the California Department of Education, with the condition that the terms of the award are not significantly amended and in accordance with Title 5, California Code of Regulations, Section 59011 and the Budget and Accounting Manual for California Community Colleges, the following appropriation is made in the General Fund, Part B-Restricted, to cover the following project for the period of July 1, 1997 through June 30, 1998.

State Income Source

<table>
<thead>
<tr>
<th>California Department of Education</th>
<th>$362,907</th>
</tr>
</thead>
<tbody>
<tr>
<td>Center Based Child Development Program</td>
<td></td>
</tr>
</tbody>
</table>
Expenditures

Instruction 66,255
Classified 239,694
Fringe 47,023
Supplies 3,000
Contract Services/Other Operating Expenses 6,100
Equipment 500
Administrative Cost 335

Total $362,907

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to execute all documents necessary to record the appropriated funds on the accounts the SFCCD and to submit any and all reports required by the California Department of Education in the administration of said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originated by: Sandra Handler
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970731-B32  
Authorization to (1) submit an application to the California  
Department of Education, Child Development Division for  
funds under the Child Care and Development Block Grant  
and (2) appropriate all funds receivable upon approval for  
expanding services at Grace Child Development Center for  
the period of July 1, 1997 through June 30, 1998 for the  
amount of $21,897.

President and Members:

The California Department of Education/Child Development Division, Child  
Development Programs, has requested that City College Campus Division, San  
Francisco Community College District apply for Child Care and Development  
Block Grant funds for fiscal year 1997-98. Funding for 1997-98 totals $21,897.  
The purpose of this program is to expand child care and development services at  
Grace Child Development Center, for families who meet eligibility criteria under  
the Child Care and Development Block Grant.

No District matching funds are required.

Expenditures

\[
\begin{array}{ll}
\text{Instruction salaries} & $2,021 \\
\text{Classifies salaries} & 15,548 \\
\text{Fringe} & 2,897 \\
\text{Supplies} & 800 \\
\text{Contract Services/Other Operating Expenses} & 631 \\
\hline
\text{Total:} & $21,897 \\
\end{array}
\]

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or  
their designees are hereby authorized to submit an application to the  
California Department of Education/Child Development Division for funds  
under the Child Care and Development Block Grant for the period of July  
1, 1997 though June 30, 1998, City College of San Francisco, John  
Adams Campus for the amount of $21,897; and
FURTHER BE IT RESOLVED: That upon approval by the California Department of Education/Child Development Division, the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record the appropriated funds in the accounts of the SFCCD and to submit any and all reports to the California Department of Education, Child Development Division.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Sandra Handler
Honorable Board of Trustee of the
San Francisco Community College District

Subject: Resolution No. 970731-B33
Authorization to contract with Precision Locating Company, a
Woman owned Business Enterprise (WBE) for special
services to perform conduit proofing on Phelan campus for
City College of San Francisco to be completed by
September 30, 1997 at a cost not to exceed $20,000.

President and Members:

By resolutions No. 961121-B11 and No. 970626-B20, the Board of
Trustees authorized contractual agreements with Angus-Hamer Networking to
upgrade the College’s data networking infrastructure. One of the charges to
Angus-Hamer Networking was to recommend a network strategic plan. As the
conduit infrastructure on Phelan campus is damaged in a number of locations,
the College needs to ascertain exactly where there is usable conduit and where
there is unusable (e.g. crushed) conduit in order to proceed the Phelan campus
fiber backbone design which is part of the overall College network strategic plan.
Precision Locating has successfully completed several smaller, targeted
conduit/manhole proofing assignments for the College, based on the needs of
specific construction jobs. However, the College needs the entire Phelan
Campus conduit infrastructure proofed at this time.

The cost for this resolution will be charged against the proceeds from the
sale of General Obligation bonds for Telecommunications.

WHEREAS: City College of San Francisco requires proofing of the
conduit infrastructure on Phelan campus in order to proceed with fiber backbone
design for Phelan campus which is a part of the overall College network strategic
plan; and

WHEREAS: Precision Locating has a proven expertise to provide the
conduit proofing service;

THEREFORE BE IT RESOLVED: That the Board of Trustees authorize
contractual agreement with Precision Locating (WBE) for special services to
perform conduit proofing on Phelan campus for City College of San Francisco to
be completed by September 30, 1997 at a cost not to exceed $20,000.
FURTHER BE IT RESOLVED: That the Chancellor and the Chief Operating Officer, and/or their designees, are hereby authorized to negotiate such a contractual agreement and directed to implement this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Mamie How
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-C1
Procurement of equipment, supplies, services, etc., less than $3,000

President and Members:

Listed below are encumbrances for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the conduct of the schools, and therefore are recommended for approval of the Board of Trustees. It is certified that the items listed below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $293,298.00 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIRECT PAYMENT VOUCHERS</td>
<td>$21,249.01</td>
</tr>
<tr>
<td>PURCHASE ORDERS</td>
<td>237,313.03</td>
</tr>
<tr>
<td>TRAVEL/MILEAGE</td>
<td>34,735.96</td>
</tr>
<tr>
<td><strong>GRAND TOTAL:</strong></td>
<td><strong>$293,298.00</strong></td>
</tr>
</tbody>
</table>

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-C2
Procurement of equipment, supplies, services, etc., more than $3,000

President and Members:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the conduct of the schools, and therefore are recommended for approval of the Board of Trustees. It is certified that the items listed below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed below:

See Attached Exhibit “A”

GRAND TOTAL: $1,364,844.86

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Subject: Resolution No. 970731-C3
Acceptance of Gifts

1) $270.00 cash donation
2) $ 75.00 cash donation
3) $100.00 cash donation
4) $ 50.00 cash donation
5) $100.00 cash donation

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash, (4) securities, (5) precious stones, (6) precious metals, and (7) goods other than (1) to (6) above, with a market value exceeding $1,500 be accepted by the SFCCD by a governing board resolution.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

The following resolution is recommended for adoption:

WHEREAS: the SFCCD has been tendered the following as gifts:

1. Description: $270.00 cash donation.
   Donor: Christophe P. Franklin
   Beneficiary: SFCCD General Fund
   Market Value Declared by Donor: $270.00

2. Description: $100.00 cash donation.
   Donor: Myriam J. Chen
   Beneficiary: International Students Association
   Market Value Declared by Donor: $100.00

3. Description: $75.00 cash donation.
   Donor: Alvin Randolph
   Beneficiary: International Students Association
   Market Value Declared by Donor: $75.00
4. Description: $50.00 cash donation.
   Donor: Doris K. Wong
   Beneficiary: International Students Association
   Market Value Declared by Donor: $50.00

5. Description: $100.00 cash donation.
   Donor: Lawrence B. Wong
   Beneficiary: International Students Association
   Market Value Declared by Donor: $100.00

WHEREAS: Frances Lee, Provost declares that these gifts will enhance the instructional program of the San Francisco Community College District for and in the name of the San Francisco Community College District.

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described above, the Secretary of the Governing Board is directed to notify the donor of the acceptance of the gifts by the governing board.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
AMENDED JULY 31, 1997
Honorable Board of Trustees of the
San Francisco Community College District

1. Subject: Resolution No. 970731-F1 through F9
   Administrative Appointments
   (2 or 3 year terms)

President and Members:

   On December 16, 1993, the Board of Trustees of the San Francisco
Community College District adopted the revised administrative evaluation
procedures by adopting Resolution No. 931216-S7.

   As a result thereof and in accordance with Sections A, B, or C of the
Revised Administrative Evaluation Procedures, administrators who received
satisfactory evaluations will receive either two or three year appointments.

   The following administrators were evaluated during the Fall 1994
semester. On February 23, 1995, the Board of Trustees adopted
Resolutions No. 950223-F2 through F17 and as a result thereof the
following administrators received three-year terms effective July 1, 1995
through June 30, 1998.

   The following administrators were again evaluated in accordance
with Sections A, B, or C of the Revised Administrative Evaluation
Procedures during the Spring 1997 semester, as a result of continued
administrative appointments:

1. Robert Balestreri - Dean, (Registrar) Admissions and Records
2. Vester Flanagan - Director, Operations
3. Mamie How - Associate Director, Information Technology Svces.
4. Rita Jones - Dean, Library and Learning Resources
5. Lawrence Klein - Director, Employee Relations
6. Anita Martinez - Dean of Students
7. Clara Starr - Director, Human Resources
8. Daniel St. John - Management Analyst
9. Judy Teng - Dean, Contract Education/Community Services
The following resolutions are recommended for adoption:

Resolution No. 970731 - F1 covers an academic administrative appointment for Dean, (Registrar) Admissions and Records.

RESOLVED: That effective July 1, 1998 through June 30, 2001, Robert Balestreri, be appointed to a three-year term as Dean, (Registrar) Admissions and Records.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970731 - F2 covers an academic administrative appointment for Director, Operations.

RESOLVED: That effective July 1, 1998 through June 30, 2001, Vester Flanagan, be appointed to a three-year term as Director, Operations.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970731 - F3 covers an academic administrative appointment for Associate Director, Information Technology Services.

RESOLVED: That effective July 1, 1998 through June 30, 2001, Mamie How, be appointed to a three-year term as Associate Director, Information Technology Services.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.
Resolution No. 970731 - F4 covers an academic administrative appointment for Dean, Library and Learning Resources.

RESOLVED: That effective July 1, 1998 through June 30, 2001, Rita Jones, be appointed to a three-year term as Dean, Library and Learning Resources.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970731 - F5 covers an academic administrative appointment for Director, Employee Relations.

RESOLVED: That effective July 1, 1998 through June 30, 2001, Lawrence Klein, be appointed to a three-year term as Director, Employee Relations.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970731 - F6 covers an academic administrative appointment for Dean of Students.

RESOLVED: That effective July 1, 1998 through June 30, 2001, Anita Martinez, be appointed to a three-year term as Dean of Students.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970731 - F7 covers an academic administrative appointment for Director, Human Resources.

RESOLVED: That effective July 1, 1998 through June 30, 2001, Clara Starr, be appointed to a three-year term as Director, Human Resources.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.
Resolution No. 970731 - F8 covers an academic administrative appointment for Management Analyst.

RESOLVED: That effective July 1, 1998 through June 30, 2001, Daniel St. John, be appointed to a three-year term as Management Analyst.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Resolution No. 970731 - F9 covers an academic administrative appointment for Dean, Contract Education/Community Services.

RESOLVED: That effective July 1, 1998 through June 30, 2001, Judy Teng, be appointed to a three-year term as Dean, Contract Education/Community Services.

FURTHER BE IT RESOLVED: That this appointment shall be void if this position is eliminated through administrative reorganization.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator:
Clara Starr
Honorable Board of Trustees  
San Francisco Community College District  

Subject: Resolution No. 970731-F10  
Resignation from an Academic Administrative Position  

President and Members:  

Resolution No. 970731-F10 covers the resignation of an academic administrator.  

RESOLVED: That the resignation of DALE F. SHIMASAKI from his academic administrative position as Director, Government Relations with the San Francisco Community College District be accepted effective July 1, 1997.  

Recommended for adoption:  

Del M. Anderson  
Chancellor  

Originator:  
Clara Starr
Honorable Board of Trustees  
San Francisco Community College District  

Subject: Resolution No. 970731-F11  
Extending Appointment  
Academic Administrator  
City College of San Francisco  

President and Members:  

Resolution No. 970731-F11 extends the academic administrative appointment for Director of College Development (Office of the Chancellor). Board of Trustees approval is required.  

RESOLVED: That DOROTHY KRZYZANOSKI’s academic administrative appointment as Director of College Development (Office of the Chancellor) be extended effective July 1, 1997 through June 30, 1998. Salary shall be in accordance with the 1997-98 Management Salary Schedule, Classification C, Dean II/Director.  

Recommended for adoption:  

Del M. Anderson  
Chancellor  

Originator:  
Clara Starr
Honorable Board of Trustees
San Francisco Community College District

Subject: Resolution No. 970731-F12
Extending Appointment
Academic Administrator
City College of San Francisco

President and Members:

Resolution No. 970731-F12 extends the academic administrative appointment for Executive Vice Chancellor (Office of the Chancellor). Board of Trustees approval is required.

RESOLVED: That FRANCES WHITE’S academic administrative appointment as Executive Vice Chancellor (Office of the Chancellor) be extended effective July 1, 1997 through June 30, 1998. Salary shall be in accordance with the 1997-98 Management Salary Schedule, Classification D, Provost/Vice Chancellor.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator:
Clara Starr
Honorable Board of Trustees  
San Francisco Community College District  

Subject: Resolution No. 970731-F13  
Extending Appointment  
Academic Administrator  
City College of San Francisco  

President and Members:  

Resolution No. 970731-F13 extends the academic administrative appointment for Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost). Board of Trustees approval is required.  

RESOLVED: That JACQUELINE SHADKO’s academic administrative appointment as Dean, School of Liberal Arts and Castro/Valencia Campus (Office of the Provost) be extended effective July 1, 1997 through June 30, 1998. Salary shall be in accordance with the 1997-98 Management Salary Schedule, Classification B, Dean I/Associate Director.  

Recommended for adoption:  

Del M. Anderson  
Chancellor  

Originator:  
Clara Starr
Honorable Board of Trustees  
San Francisco Community College District  

Subject: Resolution No. 970731-F14  
Ratifying The Appointment for Record-Keeping Purposes and Extending The Appointment of an Academic Administrator  

President and Members:  

Resolutions 930525-F2 and 930624-F3 operated to appoint Ronald Lee to the General Counsel position for the 1993-94 College Year. No further appointments were made thereafter, but by operation of the Education Code, the incumbent did serve in this position for the College Years, 1994-95, 1995-96, and 1996-97. For record-keeping purposes, the Board is asked to ratify the appointment for the past years, and to extend the appointment.  

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby ratifies the appointment of Ronald Lee as General Counsel, an academic administrator’s position, for record-keeping purposes for the College Years 1994-95, 1995-96, and 1996-97; Salary shall be in accordance with the 1994-95, 1995-96, and 1996-97 Management Salary Schedules Classification C, Dean II/Director;  

AND FURTHER BE IT RESOLVED: That the appointment of Ronald Lee as General Counsel, an academic administrator’s position, be extended beginning July 1, 1997. Salary shall be in accordance with the 1997-98 Management Salary Schedules, Classification C, Dean II/Director.  

Recommended for adoption:  

Del M. Anderson  
Chancellor  

Originator:  
Clara Starr
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 970731-S1  
Adopting Amended Wage Rates and Benefit Levels for Fiscal Year 1997-98 for Unrepresented Employees of the District Occupying Positions Within the Classifications of Chief Stationary Engineer (7205), Apprentice Stationary Engineer (7333), Stationary Engineer (7334), and Senior Stationary Engineer (7335)  

President and Members:  

WHEREAS: On February 18, 1986, pursuant to the Educational Employment Relations Act (EERA, Government Code Section 3540 et seq.), the Board by Resolution No. 860218-S3 designated the Classifications of Chief Stationary Engineer (7205), Apprentice Stationary Engineer (7333), Stationary Engineer (7334), and Senior Stationary Engineer (7335) (hereinafter "Classifications") as either "Building Trades Supervisory" or "Building Trades Classifications";  

WHEREAS: The Administration has provided the non-exclusive representative of the employees of the District occupying positions within the Classifications with an opportunity to "meet and discuss" the wage and benefit issues under contemplation consistent with the Board of Trustees' obligation as a public school employer under the EERA;  

WHEREAS: The Administration has recommended an increase for Fiscal Year 1997-98 in the wage rates and benefit levels of unrepresented employees of the District occupying positions within the Classifications consistent with those reflected in Paragraphs No. 1, 2, and 3, below;  

THEREFORE, BE IT RESOLVED THAT: The Board of Trustees approves, ratifies and adopts amended wage rates and benefit levels as follows:  

1. Wage Rates  

Retroactive to July 1, 1997, the present wage rates for unrepresented employees of the District occupying positions within
the Classifications shall be increased one and one-half percent (1.5%);

2. Employees' Retirement System

Retroactive to July 1, 1997, subject to Employees' Retirement System requirements, the District shall pay up to an additional two percent (2%) for a total of up to six percent (6%) of each employee's elected rate of contribution to the Employees' Retirement System, not to exceed an employee's elected rate of contribution;

3. Dependent Care Health Benefits

Retroactive to July 1, 1997, subject to Health Service System requirements, the District shall pay an additional $75.00 per month for a total of $225.00 per month of each eligible current employee's contribution to Dependent Care Health Benefits;

FURTHER BE IT RESOLVED THAT: The wage rates and benefit levels in effect pursuant to Paragraphs No. 1, 2, and 3, above, shall apply at the time of hire to any future unrepresented employees of the District occupying positions within the Classifications, as appropriate;

FURTHER BE IT RESOLVED THAT: All other forms of compensation, benefits, and other terms and conditions of employment not specifically enumerated herein shall continue in accordance with existing District policies and procedures in effect as of the date of this Resolution;

FURTHER BE IT RESOLVED THAT: The Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund the implementations.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Lawrence C. Klein

07/31/97 - S1 page 2
Honorable Board of Trustees of the  
San Francisco Community College District

Subject:  Resolution No. 970731 - S2  
Designating The Director of College Development and The  
director of Administrative services as persons who may  
permit the use of the name of entities of the San Francisco  
Community College district for the solicitation of funds or  
property.

President and Members:

Policy Manual Section 8.04 provides that the Board may designate  
specific persons, in addition to those persons already named in the Policy Manual, to  
be designees who may then approve the use of the name of any school of the District,  
or the use of the name of any department of the District or the use of the name of the  
District, or any abbreviations of such names, in the solicitation of funds or property or  
other uses specified in law. Staff is recommending that the Board establish by this  
resolution that the Director of College Development and the Director of Administrative  
Services be such designees.

The following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees of the San Francisco  
Community College District, pursuant to Policy Manual Section 8.04,  
hereby designates the Director of College Development and the Director  
of Administrative Services as appropriate designees who may then allow  
or disallow the use of the name of any school of the District or the use of  
the name of any department of the District or the use of the name of the  
District or any abbreviations of such names in the solicitation of funds or  
property or other uses specified in law.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Ronald Lee
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 970731-S3
Authorization to conduct an excursion to China in connection with an
instructional program, for approximately three weeks in June - July
1998.

President and Members:

City College of San Francisco proposes to offer a Study Abroad program, Summer
1998, to China. The program will be offered for credit and the costs will be borne by the
students.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District conduct a
Summer 1998 excursion to China in connection with an instructional program,
provided that the excursion be conducted in conformance with applicable laws.
The District shall expend no funds for transportation, housing, meals, or
incidentals, and

FURTHER BE IT RESOLVED: That the District obtain proposals from qualified
contractors to provide necessary transportation and other services in connection
with said excursion.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Joanne Low
President and Members:

WHEREAS: The Administration intends to appoint an incumbent to the Classification of Assistant Reproduction Services Manager (1776) (hereinafter “classification”), effective on or about August 15, 1997;

WHEREAS: The Administration recommends that the Hourly Wage Rates for the fiscal year 1997-98 for the Classification be: $14.75 at Step 1; $15.46 at Step 2; $16.23 at Step 3; $17.03 at Step 4; and $17.86 at Step 5;

WHEREAS: The Administration recommends that the Benefit Levels for the Classification be consistent with the Benefit Levels established pursuant to the present collective bargaining agreement between the District and Service Employees International Union, Local 790, as appropriate;

THEREFORE BE IT RESOLVED THAT: The Administration is authorized to establish the Hourly Wage Rates for the fiscal year for the Classification at: $14.75 at Step 1; $15.46 at Step 2; $16.23 at Step 3; $17.03 at Step 4; and $17.86 at Step 5;

FURTHER BE IT RESOLVED THAT: The Administration is authorized to establish Benefit Levels for the Classification to be consistent with the Benefit Levels established pursuant to the present collective bargaining agreement between the District and Service Employees International Union, Local 790, as appropriate;

FURTHER BE IT RESOLVED THAT: The Chancellor and the Chief Operating Officer, and/or their designees, are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund the implementation.

Recommended for adoption:
Chancellor Del M. Anderson

Originator: Clara Starr
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970731-S5  
Authorizing the Establishment of an Academic  
Administrators’ Voluntary Sick Leave Bank

President and Members:

There is no current ability of academic administrators to transfer excess sick leave to other academic administrators who may be in need of additional sick leave. There are sick leave banks for classified employees and for faculty.

This resolution would authorize the establishment of a sick leave bank for academic administrators with contributions of such leave from academic administrators, not from the District.

The following resolution is recommended for adoption.

RESOLVED: That the Board of Trustees or the San Francisco Community College District hereby authorizes the establishment of a Sick Leave Bank for Academic Administrators as provided for by the attached document entitled “Academic Administrators’ Voluntary Sick Leave Bank” which is hereby incorporated by reference into this resolution.

FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer, and/or their designees are hereby authorized to take whatever actions are necessary and proper to effectuate this resolution.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Ronald Lee
ACADEMIC ADMINISTRATORS’ VOLUNTARY SICK LEAVE BANK

A pool may be established and maintained by the voluntary contributions of accrued sick leave days by academic administrators (management employees). Only academic administrators will be eligible for benefits from the pool. The pool will be known as the Academic Administrators’ Voluntary Sick Leave Bank and shall be administered according to the provisions which follow.

1. Contributions – The Academic Administrators’ Voluntary Sick Leave Bank Committee may call for contributions near or at the beginning of any college year in which the balance is less than 75 days. Additional calls for contributions may be made whenever the balance is less than the current demands upon the bank. Contributions may also be accepted from employees newly appointed to administrative positions whose initial hire date as administrators falls between calls for contributions.

1.1 Administrators may voluntarily contribute from their accrued sick leave no less than three (3) days per call.

1.2 Effect of Contribution – Contributions shall be treated as if no right to the contribution had ever accrued. Under no circumstances shall contributed time be retrievable.

2. Eligibility

2.1 Current Contributors – Only current contributors to the Academic Administrators’ Voluntary Sick Leave Bank shall be eligible for benefits. Current contributors shall be defined as administrators who contributed to the most recent call for contributions or persons appointed as administrators between calls for contributions, who contributed at the time of appointment and were not otherwise able to contribute at the most recent call.

2.2 Other Paid Leave Accounts – No administrator will be eligible for benefits from the Academic Administrators’ Voluntary Sick Leave Bank until all other available paid leave accounts for such administrator has been exhausted.

2.3 Catastrophic or Life-Threatening Injury or Illness – Benefits will be available from the Academic Administrators’ Voluntary Sick Leave Bank only in the event of a catastrophic or life-threatening injury or illness, as defined below.
2.3.1 Catastrophic injury or illness – A catastrophic injury or illness is one which is expected to create a financial hardship and one which the employee’s physician has certified is expected to incapacitate the employee for an extended period of time.

2.3.2 Life-Threatening Injury or Illness – A life threatening injury or illness is one which is expected to create a financial hardship and one which the employee’s physician has certified poses an imminent threat to the employee.

3. Benefits

3.1 The Academic Administrators’ Voluntary Sick Leave Bank may contribute up to 100 days of half-pay sick leave, which leave shall coincide with the District’s provision of 100 days of half-pay sick leave while the employee is or remains an administrator. Any such benefit will be granted for up to 25 days at a time, at the end of which period, a reassessment will be made as to whether the benefit will be granted for additional periods, with the days in such additional periods not to exceed 25 days.

3.2 Limitation on Use – No administrator may receive benefits from the Academic Administrators’ Voluntary Sick Leave Bank more than two times in his/her lifetime. (i.e. not to exceed 200 days of half-pay sick leave) Administrators shall not be entitled to any additional benefits where they have contributed in excess of three days per call.

3.3 Extraordinary Benefits

3.3.1 The Academic Administrators’ Voluntary Sick Leave Bank Committee as defined below may, in its discretion, make a finding that in a particular case there are exceptional circumstances which would make it desirable to provide an extraordinary benefit to an administrator. Such a finding shall be made by majority vote of the committee. In such exceptional cases the Committee may allow the Academic Administrators’ Voluntary Sick Leave Bank to contribute up to 25 fully paid sick leave days to the administrator, to commence after the administrator has exhausted the half-pay sick days which the Voluntary Sick Leave Bank contributed to him/her.
3.3.2 No administrator may receive extraordinary benefits from the Academic Administrators’ Voluntary Sick Leave Bank more than one time in his/her lifetime.

3.4 Effect of Receiving Benefits – Benefits recipients shall be solely responsible for any state and federal taxes on the donated time. Such taxes shall be withheld at the normal rate for the recipient employee. In the event that the state or federal government rules that a tax liability is due other than as taxed, the recipient shall be solely liable for such liabilities.

4. Procedures

4.1 Applications – Applications for benefits shall be submitted in a sealed envelope to the Director of Human Resources. Such applications shall be referred to the Academic Administrators’ Voluntary Sick Leave Bank Committee consisting of three administrators. One of the three administrators shall be appointed by the Chancellor of his/her designee. The other two administrators shall be selected by all other administrators in a manner as determined by these administrators. This Committee shall administer the Academic Administrators’ Voluntary Sick Leave Bank, and its decisions regarding the administration of the Bank shall be by majority vote. This Committee shall also make determinations, by majority vote, of the number of fully paid sick leave days to be made available to persons who apply for them.

4.2 Physician Certification – Applicants for benefits must submit a physician’s certification that a catastrophic or life threatening injury or illness exists. At its discretion and expense, the District may require that applicants submit to examination by a second physician for confirmation.

4.3 The decisions of the Academic Administrators’ Voluntary Sick Leave Bank Committee shall not be subject to any grievance provision.
Subject: Resolution No. 970731-W1
Amending Resolution No. 970424-W1 to include the following changes: 1) the correct rental address is 880 Clay St., San Francisco, California; 2) estimated commencement date is August 6, 1997, and the expiration date is June 7, 2002; 3) City College shall have the option to extend the term for an additional period of five years; 4) City College has exclusive use during the hours of 7:30 a.m. to 1:30 p.m. and 6:00 p.m. to 10 p.m. on Monday through Friday beginning August 6 through June 7 of each calendar year of the term; 4) Annual base rent shall begin at $52,000 per year, which includes $200 per month for 10 months to cover building maintenance and repairs, and shall be adjusted each subsequent year by the CPI for San Francisco 5) City College shall pay the landlord 4/7 of the monthly cost of utilities and 4/7 of the cost of custodial services for the rented space.

President and Members:

By Board Resolution No. 970424-W1, the Board of Trustees approved a resolution authorizing District administration to execute a ten year rental agreement with the owners of 888 Clay St., San Francisco, CA 94103, Mr. and Mrs. Pius Lee and Sharon Feng, for the exclusive use of two floors of approximately 2,500 sq.ft. each for classes offered by the Chinatown/North Beach Campus Starting August 1, 1997 for a total 10 year cost of $715,000.

During lease language discussions with the landlord, the landlord clarified the address of the property as 880 Clay St. not 888 Clay St. He also asked that the District consider only renting for 10 months of the year and allowing him to contract with another educational entity to offer classes during the afternoon hours when we are not in session. Originally, the cost for renting the St. Mary’s Center on an exclusive basis with the right to sublet and keep the sublet revenue for the college would have been $715,000 over ten years with the following breakdown by
The agreement the landlord is now seeking calls for a beginning base rent of $52,000 which includes $200 per month for 10 months to cover any and all building maintenance and repairs, and shall be adjusted each subsequent year by the CPI for San Francisco. Additionally, City College shall pay the landlord $4/7 of the monthly cost of utilities and $4/7 of the cost of custodial services for the rented space.

The following resolution is recommended for adoption:

WHEREAS: District administration desires to consolidate four off-site locations of Chinatown/North Beach Campus into a site that is in an extremely desirable location and has the potential to draw more students than the current locations, and

WHEREAS: The Board of Trustees approved Resolution No. 970424-W1 on April 24, 1997 which should be amended to include the following changes: 1) the correct rental address is 880 Clay St., San Francisco, California; 2) estimated commencement date is August 6, 1997, and the expiration date is June 7, 2002; 3) City College shall have the option to extend the term for an additional period of five years; 4) City College has exclusive use during the hours of 7:30 a.m. to 1:30 p.m. and 6:00 p.m. to 10 p.m. on Monday through Friday beginning August 6 through June 7 of each calendar year of the term; 4) Annual base rent shall begin at $52,000 per year, which includes $200 per month for 10 months to cover building maintenance and repairs, and shall be adjusted each subsequent year by the CPI for San Francisco 5) City College shall pay the landlord $4/7 of the monthly cost of utilities and $4/7 of the cost of custodial services for the rented space.

NOW THEREFORE BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute a five year rental agreement with the owners of 880 Clay St., San Francisco, CA, 94108, with Mr. and Mrs. Pius Lee and Sharon Feng beginning August 6, 1997 through with June 7, 2002 with an option of extending the agreement for an additional five term.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Stephen J. Herman/Joanne Low
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970731-W2
Authorization to exercise option to renew rental agreements for the use of space by the City College of San Francisco Campuses for fiscal year 1997-98.

President and Members:

City College of San Francisco Campuses have continued to offer classes dispersed throughout the San Francisco community locations providers through numerous rental agreements which include all maintenance, utilities and custodial services. The agreement provides option to renew. The following lessors have agreed to authorize City College of San Francisco to renew the rental agreement under the same general conditions provided for in 1996-97.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to enter into rental agreements at monthly rental charges listed below and for the period indicated.

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07/31/97 - W2 page 1
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Recommended for Adoption
Del M. Anderson
Chancellor

Originator: Stephen Herman
Regular Meeting of the
Board of Trustees of the San Francisco Community College District

City College of San Francisco
Castro/Valencia
450 Church Street, San Francisco

Thursday, October 30, 1997
Open Session - 6:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Approval of minutes
A) Minutes to Regular Meeting held August 28, 1997
B) Minutes to Special Meeting held August 18, 1997
C) Minutes to Regular Meeting held September 18, 1997

Regular Meeting

IV. Special Presentation
A) Women’s Leadership Task Force Report
B) Presentation of Fulbright Program participation certificates to faculty member Nick Maffei and Dean Steven Glick - Dean Frank Chong

V. Report from Academic Senate

VI. Report from Associated Students Council

VII. Report from Classified Senate

VIII. Board of Trustees’ Reports

IX. Introductions of New Staff Members

X. Chancellor’s Report

XI. Adoption of Resolutions Agenda
XII . Action on Resolutions Agenda Items

Finance  (Pages 1-74B)

B1 - Authorization for approval of the Child Development Training Consortium Contract # 98-32660, with the Yosemite Community College District, in which the San Francisco Community College District agrees to conduct up to 900 units of college credit courses needed for licensing child development personnel. The college shall receive $25.00 per unit.

B2 - Amending Resolution No. 970626-B23 which approved receiving $73,000 from the Private Industry Council of San Francisco (PIC) to conduct an Occupational Classroom Training Program under the provisions of the Job Training Partnership Act for the period July 1, 1997 through June 30, 1998, by increasing the amount $73,000 to $109,500.

B3 - Authorizing to contract with the California Department of Real Estate to designate an organization that will administer the Real Estate examination for the Department of and receive $3.50 per examinee.

B4 - Authorization to approve a contract for special services and advice for Mary Lea Balsley, an independent contractor, to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC) and to develop and prepare materials for small business training workshops, during the period between October 1, 1997 and December 31, 1997, at a cost not to exceed $10,000.

B5 - Authorization to approve a contract for special services and advice with Frederick J. Hornbacher, an independent contractor, to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC) and to develop and prepare materials for small business training workshops, during the period between October 1, 1997 and December 31, 1997, at a cost not to exceed $10,000.00.

B6 - Authorization to contract with Regina Vaicys as Industrial Liaison to track job opportunities for women in the CCSF Aeronautics Program for the period November 1, 1997 through June 30, 1998, total not to exceed $8,000.

B7 - Authorization to receive $5,902 from Chabot-Las Positas Community College District for participation in the implementation of the California Early Childhood Mentor Program from October 1, 1997 through July 31, 1998.

B8 - Amending Resolution 970918-B4; “Establishing the appropriations limit for 1997-98 pursuant to Government Code Section 7910”.
B9 - Accepting the bid of and awarding a contract to Super Crown Catering to provide mobile vending services at Phelan Campus from November 1, 1997 to August 16, 1998 with two one-year each renewal options if mutually agreed to by District Administration, Associated Students and Contractor.

B10 - Authorization to conduct an excursion to Florence, Italy, for Summer 1998 in connection why an instructional program, and authorization to contract with Accent International Consortium for Academic Programs Abroad, Ltd, ("Accent") to obtain travel and educational program arrangements, with costs to be born by students, for the excursion, May 30, 1998 - June 20, 1998.

B11 - Authorization to conduct an excursion to Mexico, Summer 1998 in connection with a credit program, and authorization to contract with Kristensen International Travel & Tours, Ltd. (KITT, Ltd.) for travel and logistical program arrangements, with costs to be borne by the students for the excursion, (June 27, 1998 - July 21, 1998).


B13 - Authorization for Contract Modification #3 with Alpha Bay Builders Inc., to cover the cost of Change Order #3, for $1,809 for the Project: Student Health Center Alteration, located at the Phelan Campus, for a total contract cost not to exceed $59,178. This contract will be completed on or before October 31, 1997.

B14 - Authorization for Contract Modification #1 with Amelco Electric, to cover the cost of Change Order #1, for $66,086 for the Project: Energy Efficient Lighting Retrofit, located at Phelan, Alemany, John Adams and Downtown Campuses, for a total contract cost not to exceed $1,005,623, to be completed on or before July 31, 1998.

B15 - Authorization for Contract Modification #1, for $10,600, with The Bentley Company, for construction management services for the project: District Energy Conservation, for a total contract cost not to exceed, $85,600, for the period ending or about December 31, 1998.

B16 - Authorization to contract with Kendall Young Associates, a certified Minority Business Enterprise (MBE) and Local Business Enterprise (LBE) firm, for special services and advice to provide the District with full architectural services, for the Project: Install New Roof Over HVAC Fan Rooms, Batmale
Hall, located at the Phelan Campus at a cost not to exceed $25,000 for the period November 1, 1997 to May 31, 1998.

B17 - Authorization to contract with William H. Liskamm FAIA for Special Services and Advice to provide the District with various facilities planning services, for a total contract cost not to exceed $11,400 for the period July 1, 1997 through June 30, 1998.

B18 - Authorization to award contract to ABC Company Alten Construction Inc., the lowest responsible bidder for construction services for the Project: Weatherizing 1960 Carroll Avenue Warehouse building, located at 1960 Carroll Avenue, San Francisco, for a cost not to exceed $150,000 $244,113. This contract will be completed on or before December 31, 1997.

B19 - Authorization to contract with Shute, Mihaly, & Weinberger from October 1, 1997 through June 30, 1998 for legal services related to CEQA compliance at a total cost not to exceed $15,000, with all such costs to be paid for with proceeds from the issuance of general obligation bonds.

B20 - Authorization to contract with Stubbs, Hitting and Leone from October 1, 1997 through June 30, 1998 for legal services related to site acquisitions at a total cost not to exceed $15,000, with all such costs to be paid for with proceeds from the issuance of general obligation bonds.

B21 - Authorization to enter into a purchase agreement with The Keil Company for the parcel of land commonly known as 2550-2560 Mission Street, a site for a permanent Mission campus contingent upon satisfaction of all conditions in the purchase agreement, at a cost not to exceed $2,014,000, to be paid for with funds generated by the sale of general obligation bonds.

B22 - Authorization to enter into a purchase agreement with N.Y. Fong Enterprises Inc. for the parcel of land commonly known as 53-55 Columbus Avenue, a site for a permanent Chinatown/Northbeach campus, contingent upon satisfaction of all conditions in the purchase agreement, at a cost not to exceed $1,500,000 to be paid for with funds generated by the sale of general obligation bonds.

B23 - Authorizing contract with Miami-Dade telecourses for a telecourse license agreement for the cable rights to one course to be offered during Spring 1998 semester, at a cost of $200 for the license fees and $14 per student royalty paid to the vendor by City College of San Francisco.
B24 - Authorizing contract with the Coastline Community College, for a Telecourse license agreement for the cable rights to two telecourse to be offered during the Spring 1998 semester, at a cost of $1500 for the license fees and $20 per student royalty paid to the vendor by City College of San Francisco.

B25 - Authorizing contract with Great Plains National, for a telecourse license agreement for the cable rights to one telecourse to be offered during the Spring 1998 semester, at a cost of $600 for the license fees and $15 per student royalty paid to the vendor by City College of San Francisco.

B26 - Authorizing contract with Jones Education Media for a Telecourse license agreement for the cable rights to one course to be offered during Spring, 1998 semester, at a cost of $595 for the license fees and $20 per student royalty, paid to the vendor by City College of San Francisco.

B27 - Authorizing contract with the Adult Learning Service of Public Broadcasting Service, for a telecourse license agreement for the cable rights to fourteen courses to be offered during the Spring 1998 semester, at a cost of $7,000 for the license fees and $20 per student royalty paid to the vendor by City College of San Francisco.

B28 - Authorization for a request to the City and County of San Francisco to issue $16 million in general obligation bonds on behalf of the San Francisco Community College District

B29 - Authorization to amend Resolution No. 960829-B21, Adoption of Recommended Final Budget for 1996-97 for transfers from the General Fund-Unrestricted to: (1) increase transfer to Cafeteria fund from $90,000 to $150,400; (2) increase transfer to Capital Outlay fund from $90,000 to $150,400.

B30 - Authorization to contract with Merle E. Cannon, for special services and advice to assist the District in the preparation of a Five Year Capital Outlay Construction Plan, update the District space inventory, and provide consultation for Initial Project Proposals, for the July 1998 submittal to the State Chancellor's Office, at a cost not to exceed $10,000.

B31 - Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Student Services, Transitional Assistance to Needy Families (TANF) Funding, July 1, 1997 to June 30, 1998, not to exceed $466,765.
B32 - Authorization to enter into contract with Mason Tillman Associates, LTD. to 1) complete the District's M/WBE program design at a cost of $13,195; 2) establish and implement the program's monitoring and compliance functions at a cost not to exceed $65,679.

B33 - Authorization to accept and appropriate receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52, a total of $38,684.46.

B34 - Authorization to amend Resolution 970731-B21 which authorized a contract with, and a appropriation of funds from, the Mathematics and Science Teacher Education Program (MASTEP) to provide reassigned time for CCSF faculty to work on course and curriculum development for the period of July 1997 to June 1998 in the amount not to exceed $57,817 to increase the total to the amount not to exceed $58,650.58.

B35 - Authorization to (1) submit an application for a grant and to (2) appropriate all funds upon approval by the U.S. Environmental Protection Agency to establish the Environmental Justice Community Education Project through the CCSF Business Department and the Administration of Justice Department for the period of October 1, 1997 to September 30, 1999 in the amount not to exceed $249,720.

B36 - Authorization to (1) submit an application for a grant and to (2) appropriate all funds upon approval by the Office of Population Affairs to establish the Adolescent Pregnancy Prevention Project through the CCSF Business Department for the period of October 15, 1997 to July 1, 1998 in the amount not to exceed $292,000.

B37 - Authorization to become a subcontractor to San Francisco State University to provide tutoring services through the ESL department for elderly immigrants seeking citizenship for the period November 1, 1997 until June 30, 1998, in the amount not to exceed $19,556.

B38 - Authorization to (1) contract with San Francisco State University (SFSU) for activities related to a grant from the Carl D. Perkins Vocational and Applied Technology Education Act of 1990 (VATEA) for the Community Health Worker Training Program, for the period July 1, 1997 to June 30, 1998 in the amount not to exceed $20,720 and to (2) appropriate funds received from the above-named grant to the Health Science department of City College of San Francisco (CCSF) for the period of July 1, 1997 to June 30, 1998 in the amount not to exceed $1,780.
B39 - Authorization to (1) contract with San Francisco State University (SFSU) for activities related to a grant from the U.S. Department of Education for the Community Health Worker Training Program, for the period September 1, 1997 to August 31, 1998 in the amount not to exceed $78,798 and to (2) appropriate funds received from the above-named grant to the Health Science Department of City College of San Francisco (CCSF) for the period of September 1, 1997 to August 31, 1998 in the amount not to exceed $9,250.

Equipment, Supplies & Services (Pages 75-82)

C1 - Procurement of equipment, supplies, services, etc., less than $3,000
C2 - Procurement of equipment, supplies, services, etc., $3,000 or more
C3 - Acceptance of Gifts
C10 - Disposal of Personal Property With Insufficient Sales Value.

Human Resources (Pages 83-134)

F1 - Extending Appointment of Interim Educational Academic Administrator
G1-13 - Academic Employees, Credit Program, District Funded
H1-3 - Academic Employees, Credit Program, Categorically Funded
J1-6 - Academic Employees, Non-Credit Programs, Categorically Funded
K1-6 - Academic Employees, Non-Credit Programs, District Funded
L1 - Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract.
N1-2 - Academic Employees Community Service Classes

Policies (Pages 134a-134c)
P1 - Amending the San Francisco Community College District Policy Manual Section 7.19 Environmental Quality, by suspending part of Policy Manual Section 1.05D

Special (Pages 135-136A)

S1 - Declaring Support for the Principles of CEDAW (Convention on the Elimination of all Forms of Discrimination Against Women) and Urging Its Ratification.

S2 - Establishing Wage Rate and Benefit levels for the Classification of Medical Evaluations Assistant (2430)

Building and Grounds (Pages 137-138)

W1 - Authorization to enter into a three and one half year lease agreement with the City and County of San Francisco for the use of 35,800 square feet (approximately 85% of the building) at 1800 Oakdale for the operation of the City College Southeast Campus from January 1, 1998 through June 30, 2001 at a monthly rate of $13,902 adjusted each July 1 with the CPI increase for all urban consumers for the San Francisco-Oakland-San Jose area for the previous calendar year.

Informational Reports (Page 139)- No Action Necessary

XIII. Requests to Speak

XIV. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: November 20, 1997
Phelan Campus
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 971030-B1
Authorization for approval of the Child Development Training Consortium Contract # 98-32660, with the Yosemite Community College District, in which the San Francisco Community College District agrees to conduct up to 900 units of college credit courses needed for licensing child development personnel. The college shall receive $25.00 per unit.

President and Members:

For the last five years the Child Development/Family Studies Department has entered into an agreement to provide professional development services. Funding from the California Department of Education, Child Development Division, with Federal Development Block Grant Funds, is available from the Consortium. Students employed in child care settings who are enrolled in credit child development classes are eligible for tuition refund upon successful completion of these courses. Depending on the number of applicants, students may be reimbursed for one or more classes.

<table>
<thead>
<tr>
<th>Income</th>
<th>Yosemite Community College District</th>
<th>$22,500</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administration (8%)</td>
<td>1,800</td>
<td></td>
</tr>
<tr>
<td>Tuition reimbursement</td>
<td>20,000</td>
<td></td>
</tr>
<tr>
<td>Instructional Costs (Mailing, Duplicating)</td>
<td>700</td>
<td></td>
</tr>
<tr>
<td>Total:</td>
<td></td>
<td>$22,500</td>
</tr>
</tbody>
</table>

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, execute an Instructional Agreement Contract between City College of San Francisco and Yosemite Community College District to provide credit classes needed for licensing child care personnel between August 1, 1997 and June 31, 1998
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Sandra Handler
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No.971030-B2  
Amending Resolution No. 970626-B23 which approved receiving $73,000 from the Private Industry Council of San Francisco (PIC) to conduct an Occupational Classroom Training Program under the provisions of the Job Training and Partnership Act (P.L. 97-300) for the period of July 1,1997 through June 30, 1998. The funds have been increased by $36,500 to $109,500.

President and Members:

On June 26, 1997, the Governing Board adopted Resolution No. 970962-B23, approving a subcontract for an Occupational Classroom Training program with the Private Industry Council of San Francisco under the provisions of the Job Training and Partnership Act (P.L. 97-300) (Title III EDWAA) for the period of July 1, 1997, through June 30, 1998, for the amount of $73,000.

The Private Industry Council of San Francisco accepted the proposal with the following modification: the contract amount is to be increased by $36,500.

Since FY 1983-84, the Private Industry Council of San Francisco (PIC) has funded job preparation programs at John Adams Campus which include participant recruitment and selection, testing, employment counseling, classroom training, support services, and job placement.

No District matching funds are required for initial award or subsequent awards.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and or their designees, are hereby authorized to appropriate funds receivable from the Private Industry Council of San Francisco to conduct an occupational classroom training program under the provisions of the Job Training and Partnership Act (P.L. 97-300), from July 1, 1997, through June 30, 1998, City College of San Francisco.

FURTHER BE IT RESOLVED: That in accordance with the Title 5, California Code of Regulations, Section 59011, and the Budget and Accounting manual for California Community Colleges, the following appropriation is made to the General fund, Part B - Restricted to cover the following project for the period July 1, 1997 through June 30, 1998.
Federal Income from Local Sources:

Private Industry Council of San Francisco
Job Training and Partnership Act
(P.L. 97-300, Title III EDWAA)
Allocation $109,500

Expenditures:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>11,677</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>68,238</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>12,038</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>9,436</td>
</tr>
<tr>
<td>Indirect Cost (for CCSF)</td>
<td>8,111</td>
</tr>
<tr>
<td>Total</td>
<td>109,500</td>
</tr>
</tbody>
</table>

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis McGuire
Subject: Resolution No. 971030-B3
Authorizing a contract with the California Department of Real Estate to designate City College of San Francisco as the organization that will administer the real estate examination for the Department of Real Estate and receive $3.50 per examinee through June 30, 1999.

President and Members:

The California Department of Real Estate has notified the District, through Real Estate Instructor Fred Martinez, that it is interested in having City College of San Francisco as one of the organizations that will administer the real estate examination under a new program developed by the Department. Under the proposed program, the Department will maintain the responsibilities of application processing, money handling, scheduling and grading/noticing of the examination. The college will provide the examination space and the proctors necessary to administer the examination. The target date to implement this program is April 1, 1998. However, this implementation date is contingent upon the Department being able to gain a release from the lease on its existing examination space in San Francisco.

The fee that will be paid to the College for the service that it provides in administering the examination is $3.50 per examinee. At the current volume, it appears that the college would administer approximately 325 salesperson examinations per month, and 75 broker examinations per month. The salesperson examination lasts 3 hours and 15 minutes, and therefore it is possible to hold two sessions in a single day. The broker examination lasts 5 hours. The Department of Real Estate is requesting that the college hold salesperson examinations on at least two Saturdays per month. One examination should be held during the first two weeks of the month and the second should be held during the last two weeks of the month. In addition, the college is to hold at least one broker examination each month, preferably within the first two weeks of the month.

The following is a breakdown of expected revenues and expenditures for an average month:

**Monthly Revenues:**

<table>
<thead>
<tr>
<th>Exams</th>
<th>Rate @  $3.50</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>325 Salesperson</td>
<td></td>
<td>$1,137.50</td>
</tr>
<tr>
<td>75 Broker</td>
<td></td>
<td>$  262.50</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$1,400.00</td>
</tr>
</tbody>
</table>

10/30/97 - B3 page 1
**Monthly Expenditures:**

2 monitors for Salesperson Exams (Class 1227)
@ $14.78 per hour 2*$14.78 per hour = $29.56
* 4 hours*4 exams $472.96

2 monitors for Brokers Exams (Class 1227)
@ 14.78 per hour 2*$14.78 per hour = $29.56 * 6 hours $120.00

Total Anticipated Monthly Expenditures $592.96

Anticipated Monthly Earnings $807.04

The Department of Real Estate projects a 10% increase in current testing patterns for the following year.

The following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees hereby authorizes a contract with the California Department of Real Estate so that City College of San Francisco will be designated an organization which will administer the real estate examination for the Department of Real Estate and receive $3.50 per examinee through June 30, 1999.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such a contract on behalf of the City College of San Francisco and to credit the Business Instructional Department and the District Business Office each with 50% of the earned net monthly profit.

Recommended for adoption:

Del M. Anderson
Chancellor

Originators: Stephen J. Herman
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.971030-B4
Approval of a contract for special services and advice for Mary Lea Balsley, an independent contractor, to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC) and to develop and prepare materials for small business training workshops, during the period between October 1, 1997 and December 31, 1997, at a cost not to exceed $10,000.00.

President and Members:

On November 21, 1996, the Board of Trustees adopted a resolution which authorized the execution and submission of Standard Grant Agreement, C96-0117, and appropriation of all funds received upon approval by the California Trade and Commerce Agency to provide continued funding for the SBDC for the period January 1, 1997 to December 31, 1997. In order to accomplish the SBDC’s mission to increase local economic development by providing business counseling and training to small business owners, the SBDC is in the process of increasing its capacity to perform business counseling with more small business owners and is developing and implementing new specialized training workshops.

The anticipated business counseling to be performed by Mary Lea Balsley, an independent contractor, will substantially aid the SBDC reaching its 1997 contract milestones for in-depth one-on-one counseling. It will increase the depth and expertise of the SBDC counseling team.

The following resolution is recommended for adoption:

RESOLVED: That the contract for services with Mary Lea Balsley, an independent contractor, to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC); and implement small business training workshops, during the period between October 1, 1997 and December 31, 1997, at a cost not to exceed $10,000.00 be approved.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this contract on the accounts of the Controller and the SFCCD and to submit any and all reports required by the State Chancellor’s Office in the administration of said program.

Recommended for Adoption:

Del N. Anderson
Chancellor

Originator: Steven Glick
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B5
Authorization to approve a contract for special services and advice with Frederick J. Hornbacher, an independent contractor, to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC) and to develop and prepare materials for small business training workshops, during the period between October 1, 1997 and December 31, 1997, at a cost not to exceed $10,000.

President and Members:

On November 21, 1996, the Board of Trustees adopted a resolution which authorized the execution and submission of Standard Grant Agreement, C96-0117, and appropriation of all funds received upon approval by the California Trade and Commerce Agency to provide continued funding for the SBDC for the period January 1, 1997 to December 31, 1997. In order to accomplish the SBDC’s mission to increase local economic development by providing business counseling and training to small business owners, the SBDC is in the process of increasing its capacity to perform business counseling with more small business owners and is developing and implementing new specialized training workshops.

The anticipated business counseling to be performed by Frederick J. Hornbacher, an independent contractor, will substantially aid the SBDC in reaching its 1997 contract milestones for one-on-one counseling. It will increase the depth and expertise of the SBDC counseling team.

The following resolution is recommended for adoption:

RESOLVED: That the SFCCD a contract for special services and advice with Frederick J. Hornbacher, an independent contractor, to perform business counseling with clients of the San Francisco Small Business Development Center (SBDC) and to develop and prepare materials for small business training workshops, during the period between October 1, 1997 and December 31, 1997, at a cost not to exceed $10,000.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Steven Glick
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B6
Authorization to contract with Regina Vaicys as Industrial Liaison to track job opportunities for women in the CCSF Aeronautics Program for the period November 1, 1997 through June 30, 1998, total not to exceed $8,000.

President and Members:

The Board of Trustees approved Board Resolutions No. 970626-B3 and No. 970227-B9 appropriating VATEA funds to provide vocational program activities for "Special Populations". One such program, the Links Program, promotes community awareness of aviation maintenance and employment opportunities for women. In order to create a better link with the aviation industry, the Links Program would like to contract with Regina Vaicys to serve as an Industrial Liaison. Her duties would encompass researching local aircraft companies and compiling a data base on these companies. She will meet with representatives of each of these companies in order to track job opportunities for women enrolled in the CCSF Aeronautics Program. Said contract is for the period November 1, 1997 through June 30, 1998. Consultant has been screened and extended a proposed contract on the basis of her knowledge of the industry and her skills relevant to the VATEA agreements.

Funding for this contract is from grants awarded by the Chancellor’s Office, California Community Colleges to VATEA Title II-C ($5,000) and VATEA Special Projects, Links Program ($3,000). No general fund monies from the District are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to contract with Regina Vaicys as Industrial Liaison to track job opportunities for women in the CCSF Aeronautics Program for the period November 1, 1997 through June 30, 1998, total not to exceed $8,000.
FURTHER BE IT RESOLVED: That the Chancellor, Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject : Resolution No. 971030-B7
Authorization to receive $5,902 from Chabot-Las Positas Community College District for participation, in the implementation of the California Early Childhood Mentor Program from October 1, 1997 through July 31, 1999.

President and Members:

This resolution requests authorization to receive funds from Chabot-Las Positas Community College District to implement the California Early Childhood Mentor Program, a joint program of 63 community colleges that recruits and selects experienced child care teachers and directors to be mentors to student teachers and novice directors.

City College of San Francisco, through the Child Development and Family Studies department will identify Early Childhood students seeking practical supervised experience and will oversee their training with experienced mentor teachers from the local childcare community.

No District matching funds are required.

The following resolution is recommended for adoption:

Income:
Chabot-Las Positas Community College District October 1, 1997-July 31, 1998 $5,902

Total: $5,902

Expenditures:

October 1, 1997-July 31, 1998

Instructor’s Salary $4,752
Curricular Materials $1,000
Printing Cost for Materials $ 150

$5,902

Resolved: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to appropriate all funds receivable from Chabot-Las Positas Community College District for services provided in conjunction with the California Early Childhood Mentor Program.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Sandra Handler
Subject: Resolution No. 971030-B8
Amending Resolution 970918-B4; “Establishing the appropriations limit for 1997-98 pursuant to Government Code Section 7910”.

President and Members:

At the September 1997 SFCCD Board Meeting, the Board approved Resolution 970918-B4 and resolved: That the Governing Board pursuant to Government Code Sections 7908 and 7910 (Gann Limit), establish the SFCCD appropriations limit for the fiscal year 1997-98 at $119,378,144. Recalculation of the Gann Limit amends the SFCCD 1997/98 appropriations limit from $119,378,144 to $132,557,102.

The following resolution is recommended for adoption:

RESOLVED: That the Governing Board pursuant to Government Code Sections 7908 and 7910 (Gann Limit), establishes the SFCCD appropriations limit for the fiscal year 1997-98 at $132,557,102.

FURTHER BE IT RESOLVED: That supporting documentation has been made available to the public for its review and that any action to set aside or annul this action pursuant to Government Code Section 7910 must be filed with the Secretary of the Governing Board within 45 days of the adoption of this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B9
Accepting the bid of and awarding a contract to Super
Crown Catering to provide mobile vending services at
Phelan Campus from November 1, 1997 to August 16, 1998 with two one-year renewal options if
mutually agreed to by District Administration, Associated Students and Contractor.

President and Members:

After a review of bids in 1992, the District signed an agreement with Super
Crown Catering (Crown) to provide mobile catering services to all students and
employees on school days in two locations at the Phelan Campus of City College
of San Francisco. The agreement, dated September 1, 1992 was in effect until
August 16, 1995, with two optional one year extensions by mutual consent.

After consultation with the Associated Students Finance Committee and the
Dean of Student Activities, the recommendation was made to extend the
contract both in 1995 and in 1996. By Board resolutions No. 950525-B17 and
No. 960523-B3, the Board of Trustees approved contract extensions. Starting
July 1, 1996, the rent increased from $118.75 per day of operation for each truck
to $137.00 per day. The total revenue for FY 96-97 from Super Crown Catering
to the Associated Students was $44,955.50.

A new Request for Proposal was developed and sent to the Associated Students
for review and input on August 11, 1997. The Associated Student leadership
was given more than one month to respond with comments or recommendations.
Receiving no feedback on the Request for Proposals from the Associated
Students, the District solicited proposals from businesses licensed in San
Francisco to provide such mobile truck vending services and advertised a public
notice for two weeks in the Independent Newspaper. Thirty two business owners
called for bid packets and three responses were received.

Points of comparison among the bids included:
1. Proposed daily rent
2. Physical appearance of truck from pictures submitted
3. Proposed menu of items and prices
4. List of San Francisco firms currently being or recently served
5. Number of years in the food sales and service business
6. Dollar amount of food sales managed per year during the past three
   years
Of the three bids received the total scores given the bids were as follows:

<table>
<thead>
<tr>
<th>SUBMITTED BIDS</th>
<th>DAILY RENT TO COLLEGE</th>
<th>OVERALL SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fresh and Natural</td>
<td>$150/per truck/per day</td>
<td>30</td>
</tr>
<tr>
<td>Guy Fong Catering</td>
<td>$177.50/per truck/per day</td>
<td>10</td>
</tr>
<tr>
<td>Super Crown Catering</td>
<td>$197.50/per truck/per day</td>
<td>34</td>
</tr>
<tr>
<td></td>
<td>$150/per truck/per day/summer school</td>
<td></td>
</tr>
</tbody>
</table>

The Associated Students chose not to participate in opening the bids. Consequently, bids were reviewed by the Dean of Student Affairs and the Director of Administrative Services. Based on the overall scoring, and the potential $20,000 additional revenue, the following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees hereby accepts the bid of and awards a contract to Super Crown Catering to provide mobile vending services at Phelan Campus from November 1, 1997 to August 16, 1998 with two one-year renewal options if mutually agreed to by District Administration, Associated Students and Contractor.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the district to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Stephen J. Herman
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B11
Authorization to conduct an excursion to Mexico, Summer 1998 in connection with a credit program, and authorization to contract with Kristensen International Travel & Tours, Ltd. (KITT, Ltd.) for travel and logistical program arrangements, with costs to be borne by the students for the excursion, June 27, 1998 - July 21, 1998.

President and Members:

City College of San Francisco proposes a language study program to Mexico from June 27 - July 21, 1998. Credit for Spanish 4, 10A, 10B, 10C and 10D shall be assigned to this excursion, and the costs will be borne by the participants.

On January 13, 1994, a Request For Proposals for City College’s International Education Program, "Summer In Mexico, 1995" was mailed to six agencies which provide travel services. One proposal was received from Kristensen International Travel & Tours, Ltd. (KITT, Ltd.) On September 11, 1995, another Request For Proposals "Summer In Mexico, 1996" was mailed to eleven agencies which provide travel services. Two proposals were received, one from Kristensen International Travel & Tours, Ltd. (KITT, Ltd.), and one from Consortium for International Education (CIE). The proposals were as follows:

<table>
<thead>
<tr>
<th></th>
<th>KITT, Ltd. (15/20 Students)</th>
<th>CIE (15 Students)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation round-trip:</td>
<td>$ 690</td>
<td>$ 700</td>
</tr>
<tr>
<td>SFO/Oaxaca/SFO</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land package including, activity fees, hotels, meals as specified, the services of City College faculty, and classroom rental.</td>
<td>$ 955/911</td>
<td>$ 909</td>
</tr>
<tr>
<td>Insurance and Student ID</td>
<td>$ 18</td>
<td>$ 100</td>
</tr>
<tr>
<td>TOTAL COST:</td>
<td>$ 1,663/1,619</td>
<td>$1,709</td>
</tr>
</tbody>
</table>

KITT, Ltd. is now requesting to renew their contract for Summer 1998. Their proposed costs are as follows:

<table>
<thead>
<tr>
<th># Of Students</th>
<th>Total Cost Per Student*</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>$1,798</td>
</tr>
<tr>
<td>20</td>
<td>$1,777</td>
</tr>
</tbody>
</table>

*Includes air/land packages, insurance and student ID.

KITT, Ltd. is covered by a $2,000,000 general liability insurance policy underwritten by The St. Paul Companies, and issued by RJF Agencies and The Berkeley Agency, Ltd.

Based upon the criteria of our requirements and their price, policies and past performance, we are now requesting to renew the contract with the firm of Kristensen International Travel & Tours, Ltd., to provide the necessary travel and logistical support arrangements for a "Summer In Mexico, 1998" program.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District is hereby authorized to conduct an excursion to Mexico, Summer 1998 in connection with a credit program, and authorization to contract with Kristensen International Travel & Tours, Ltd. (KITT, Ltd.) for travel and logistical program arrangements, with costs to be borne by the students for the excursion, June 27, 1998 - July 21, 1998.

FURTHER BE IT RESOLVED: That the Chancellor, chief Operating Officer, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Joanne Low
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 971030-B12
Authorization to contract with Rajah Tours International to conduct an
excursion to the Philippines in connection with an instructional
program for approximately three weeks in June 1998, from June 4,

President and Members:

On June 25, 1997, the Board of Trustees adopted a resolution authorizing
an instructional Study Abroad program, Summer 1998, to the Philippines. The program
will be offered for credit and the costs will be borne by the students. The district shall
expend no funds for transportation, housing, meals, or incidentals.

On July 16, 1997 a Request for Proposals was mailed to six (6) agencies
which provide travel services. The closing date for receipt of proposals was Friday,
August 29, 1997. One proposal was received from Rajah Tours International.

Rajah Tours proposed cost for the program, which includes lectures,
cultural events, housing, some meals, ground and inter-island air travel, as well as
student medical insurance is as follows:

<table>
<thead>
<tr>
<th></th>
<th>15 Students</th>
<th>20 Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Cost</td>
<td>$1,119</td>
<td>$1,060.50</td>
</tr>
<tr>
<td>Optional:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SFO/Manila/SFO airfare</td>
<td>$ 939</td>
<td>$ 939</td>
</tr>
</tbody>
</table>

Rajah Tours International is covered by a $1,000,000 general liability insurance
policy issued by MH Ross/Doud Insurance Brokers. City College of San Francisco
requires additional coverage for a total of $2,000,000. Cost of this additional insurance
will be borne by the students at an additional cost as follows:

<table>
<thead>
<tr>
<th></th>
<th>15 Students</th>
<th>20 Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Insurance</td>
<td>$ 67</td>
<td>$ 50</td>
</tr>
</tbody>
</table>

Based upon the criteria of our requirements for this program and Rajah Tours
International’s price, service, and policies, we are now requesting to contract with Rajah
Tours International, a corporation, to provide the necessary travel and logistical support
arrangements for a “Summer in the Philippines 1998” program.

The following resolution is recommended for adoption:
RESOLVED: That the San Francisco Community College District contract with Rajah Tours International to conduct a Summer 1998 excursion to the Philippines, and to obtain travel and educational program arrangements with costs to be borne by the students for the excursion; and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Joanne Low
Subject: Resolution No. 971030-B13
Authorization for Contract Modification #3 with Alpha Bay Builders Inc., to cover the cost of Change Order #3, for $1,809 for the Project: Student Health Center Alteration, located at the Phelan Campus, for a total contract cost not to exceed $59,178. This contract will be completed on or before October 31, 1997.

President and Members:

Resolution 970123-B23 authorized the District to contract with Alpha Bay Builders, Inc. for construction services for the project: Student Health Center Alterations, for a fee of $48,200. This Contract Modification #3, in the amount of $1,809 is necessary to cover the cost of additional work for code compliance requirements specified by the Office of Regulation Services (ORS), Division of the State Architect.

This Change Order #3 for, Contract Modification #3, in the amount of $1,809, includes the following: (a) Additional work to install channel for structural support of soffit, $358; (b) Install 8 additional braces for structural support of walls, $400; (c) Install receptacle between the lower and upper cabinet at wall base, $335; (d) Install insulation, gypsum board, mud, tape, sand, and paint the wall and ceiling in the copy and storage room, $716. Total cost of Contract Modification #2 is $4,586 and will make the total contract amount $57,369.

This project work will be charged 50% to scheduled Maintenance funds and 50% to the General Obligation Bond Fund.

The following resolution is recommended for adoption:

RESOLVED: That authorization is hereby given for Contract Modification #3 with Alpha Bay Builders Inc., to cover the cost of Change Order #3, for $1,809 for the Project: Student Health Center Alteration, located at the Phelan Campus, for a total contract cost not to exceed $59,178. This contract will be completed on or before October 31, 1997.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the 
San Francisco Community College District

Subject: Resolution No. 971030-B14
Authorization for Contract Modification #1 with Amelco Electric, to cover the cost of Change Order #1, for $66,086 for the Project: Energy Efficient Lighting Retrofit, located at Phelan, Alemany, John Adams and Downtown Campuses, for a total contract cost not to exceed $1,005,623, to be completed on or before July 31, 1998.

President and Members:

Resolution No. 970625-B10 authorized the District to contract with Amelco Electric for construction services for the project: Energy Efficient Lighting Retrofit, for a cost of $939,537. The project consists of retrofit of fluorescent lighting fixtures, replacement of incandescent and mercury vapor fixtures, and installation of lighting controls.

This Change Order #1 for, Contract Modification #1, in the amount of $66,086, includes the following: (a)Additional cost for performing construction work at night to avoid disruption of day and evening classes, $145,195; (b)Credit for work specified at Cloud Hall, work scheduled at Cloud Hall will be completed as part of the Remodel Cloud Hall for Allied Health Project, $39,109, credit; (c)Credit for security services during construction, $40,000, credit. Total cost of Contract Modification #1 is $66,086 and will make the total contract amount $1,005,623.

This project will be funded with $580,623 from the General Obligation Bond Fund and $425,000 from State Petroleum Violation Escrow Account (PVEA) funds.

The following resolution is recommended for adoption:

RESOLVED: That authorization is hereby given for Contract Modification #1 with Amelco Electric, to cover the cost of Change Order #1, for $66,086 for the Project: Energy Efficient Lighting Retrofit, located at Phelan, Alemany, John Adams and Downtown Campuses, for a total contract cost not to exceed $1,005,623. This contract will be completed on or before July 31, 1998.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B15
Authorization for Contract Modification #1, for $10,600, with
The Bentley Company, for construction management services
for the project: District Energy Conservation, for a total
contract cost not to exceed, $85,600, for the period ending on
or about December 31, 1998.

President and Members:

Resolution 960829-B6 authorized the District to contract with The Bentley
Company for construction management services for the project: District Energy
Conservation, at a cost of $75,000. Contract Modification #1 is necessary to cover the
cost for additional services including, negotiating a change order with the energy lighting
contractor and construction administration services for the Energy Lighting Retrofit Project
through the extended project date of December 31, 1998.

This Contract Modification #1 will bring the total cost of this contract to
$85,600 and will be funded by the 97-98 State PVEA Grant and/or a grant from the San
Francisco Public Utilities Commission.

The following resolution is recommended for adoption:

RESOLVED: That authorization is hereby given for the approval of
Contract Modification #1, for $10,600, with The Bentley Company, for
construction management services for the project: District Energy
Conservation, for a total contract cost not to exceed, $85,600, for the
period ending on or about December 31, 1998.

FURTHER BE IT RESOLVED: That the Chancellor, Chief
Operating Officer, and/or their designees are hereby authorized to execute
any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B16
Authorization to contract with Kendall Young Associates, a certified Minority Business Enterprise (MBE) and Local Business Enterprise (LBE) firm, for special services and advice to provide the District with full architectural services, for the Project: Install New Roof Over HVAC Fan Rooms, Batmale Hall, located at the Phelan Campus at a cost not to exceed $25,000 for the period November 1, 1997 to May 31, 1998.

President and Members:

The District wishes to contract with Kendall Young Associates, a certified MBE and LBE firm, to provide full architectural services, for the Project: Install New Roof Over HVAC Fan Rooms, Batmale Hall, located at the Phelan Campus. The scope of work will include: design services; securing Office of Regulation Services, Division of the State Architect review and approval; preparation of construction documents for bidding; administration during the bid process; and construction administration.

This project will include building a new metal roof structure over the Heating Ventilation Air Conditioning fan rooms at the roof top of Batmale Hall to protect the existing mechanical equipment and system. The existing roof has deteriorated and is leaking due to corrosive salt air exposure.

The total cost of this Contract is $25,000 and is 50% funded by the 1995-96 State Scheduled Maintenance Grant and the 50% District match is funded by the General Obligation Bond Fund.

The following resolution is recommended for adoption:

RESOLVED: That authorization is hereby given to contract with Kendall Young Associates, a certified Minority Business Enterprise (MBE) and Local Business Enterprise (LBE) firm, for special services and advice to provide the District with full architectural services, for the Project: Install New Roof Over HVAC Fan Rooms, Batmale Hall, located at the Phelan Campus at a cost not to exceed $25,000 for the period November 1, 1997 to May 31, 1998.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Subject: Resolution No. 971030-B17
Authorization to contract with William H. Liskamm FAIA for Special Services and Advice to provide the District with various facilities planning services, for a total contract cost not to exceed $11,400 for the period July 1, 1997 through June 30, 1998.

President and Members:

The District’s initial contract with Mr. Liskamm was authorized by the Board of Trustees in July 1988 and expired in June 1989. Mr. Liskamm ran a Master Plan design competition for CCSF. The Board of Trustees adopted Resolution No. 920723-B7 authorizing a contract with Mr. Liskamm for the period 7/23/92 through 6/30/93, and a series of six board resolutions have kept Mr. Liskamm under contract with the District to the present day. This resolution is an authorization to contract with William H. Liskamm FAIA for Special Services and Advice to provide the District with various facilities planning services, for a total contract cost not to exceed $11,400 for the period July 1, 1997 through June 30, 1998, billed at the hourly rate of $50/hr.

The Special Services and Advice provided by Mr. Liskamm will include specific facilities planning services to the Chancellor and/or her designated representatives, with regard to the following projects and efforts: Space planning for the College Services Building; South Reservoir site planning and traffic studies analysis; Preparation of physical planning documents as required by various City agencies; Coordination of near-term facilities planning with the strategic master planning initiative; Support of the Office of Facilities Planning in the preparation of Initial and Final Project Proposals as required by the State Chancellor’s Office and other documents and studies to support the District’s requests for capital improvement funding; and other tasks as required by the Chancellor. Mr. Liskamm shall report directly to the Chancellor and/or her designated representatives concerning all phases of his involvement with projects identified in the contract.

This contract will be charged to Appropriation No. U-0130-5190-6600-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization is hereby given for approval to contract with William H. Liskamm FAIA for Special Services and Advice to provide the District with various facilities planning services, for a total contract cost not to exceed $11,400 for the period July 1, 1997 through June 30, 1998.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B18
Authorization to award contract to ABC Company Alten Construction Inc., the lowest responsible bidder for construction services for the Project: Weatherizing 1960 Carroll Avenue Warehouse building, located at 1960 Carroll Avenue, San Francisco, for a cost not to exceed $150,000 $244,113. This contract will be completed on or before December 31, 1997.

President and Members:

The District received qualified bid proposals from construction firms, including whose subcontractors included Minority Business Enterprise firms and the District wishes to contract with the lowest responsible bidder ABC Company Alten Construction Inc., for the project: Weatherizing 1960 Carroll Avenue Warehouse building, located at 1960 Carroll Avenue, San Francisco. The project consists of: asbestos abatement, roof diaphragm, roofing, rain water drainage, restoration of clerestory windows and walls, and painting.

This project may be paid for with State Capital Outlay Construction funds. If these funds are not available it will be paid for with State Scheduled Maintenance, and General Obligation Bond Funds.

The following resolution is recommended for adoption:

RESOLVED: That authorization is hereby given to award contract to ABC Company Alten Construction Inc., the lowest responsible bidder for construction services for the Project: Weatherizing 1960 Carroll Avenue Warehouse building, located at 1960 Carroll Avenue, San Francisco, for a cost not to exceed $150,000 $244,113. This contract will be completed on or before December 31, 1997.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the 
San Francisco Community College District

Subject: Resolution No. 971030-B19
Authorization to contract with Shute, Mihaly, & Weinberger from October 1, 1997, through June 30, 1998, for legal services related to CEQA compliance at a total cost not to exceed $15,000, with all such costs to be paid for with proceeds from the issuance of general obligation bonds.

President and Members:

On June 3, 1997, San Francisco voters passed a ballot measure for a general obligation bond issue for both the San Francisco Community College District and the San Francisco Unified School District. City policy requires that bonds cannot be sold until the District can demonstrate that its proposed projects are in compliance with the California Environmental Quality Act (CEQA) for each of the proposed projects. The College now requires the special services and advice of a law firm that can act as counsel for CEQA compliance issues for the remainder of the fiscal year. The Chief Operating Officer is recommending the firm of Shute, Mihaly, and Weinberger to fill this need. This recommendation is in compliance with Government Code Section 53060.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District contract with Shute, Mihaly, & Weinberger from October 1, 1997, through June 30, 1998, for legal services related to CEQA compliance at a total cost not to exceed $10,000, with all such costs to be paid for with proceeds from the issuance of general obligation bonds.
FURTHER BE IT RESOLVED: That the Chancellor Chief Operating, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator:

Peter Goldstein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B20
Authorization to contract with Stubbs, Hitting and Leone from October 1, 1997, through June 30, 1998, for legal services related to site acquisitions at a total cost not to exceed $15,000, with all such costs to be paid for with proceeds from the issuance of general obligation bonds.

President and Members:

On June 3, 1997 San Francisco voters passed a ballot measure for a general obligation bond issue for both the San Francisco Community College District and the San Francisco Unified School District. One of the project areas approved under this bond issue is the acquisition of sites for permanent Chinatown/North Beach and Mission campuses. The College now requires the special services and advice of a law firm that can act as counsel for real estate transactions for the remainder of the fiscal year. The Chief Operating Officer is recommending the firm of Stubbs, Hitting, and Leone to fill this need. This recommendation is in compliance with Government Code Section 53060.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District contract with Stubbs, Hitting, and Leone from October 1, 1997 through June 30, 1998 for legal services related to site acquisition at a total cost not to exceed $15,000, with all such costs to be paid for with proceeds from the issuance of general obligation bonds.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:
Del M. Anderson
Chancellor

Originator: Peter Goldstein
10/30/97 - B20 page 1
CERTIFICATION OF RESOLUTION 971030-B21
The following resolution was adopted by the Board of Trustees of San Francisco Community College District:

Subject: Resolution No. 971030-B21
Authorization to enter into a purchase agreement with The Keil Company for the parcel of land commonly known as 2550-2560 Mission Street, a site for a permanent Mission campus contingent upon satisfaction of all conditions in the purchase agreement, at a cost not to exceed $2,014,000, to be paid for with funds generated by the sale of general obligation bonds.

President and Members:

On October 24, 1996, the Board of Trustees adopted Resolution No. 961024-S6 to authorize the purchase of property upon which to construct a permanent facility for the Mission Campus. The College, through its negotiators, the Chief Operating Officer and the Dean of the current Mission Campus, has agreed to a price of $2,014,000 and now has the opportunity to enter into a contract to acquire the parcel known as 2550-2560 Mission Street for the purpose of establishing a site for a permanent Mission campus.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District enter into a purchase agreement with the Keil Company for the parcel of land commonly known as 2550-2560 Mission Street, a site for a permanent Mission Campus, contingent upon satisfaction of all conditions in the purchase agreement, at a cost not to exceed $2,014,000, to be paid for with funds generated by the sale of general obligation bonds.

FURTHER BE IT RESOLVED: That the Board of Trustees authorizes the transfer of $30,000 from the District’s General Fund - Unrestricted Designated Reserve, into an escrow account for the purpose of placing a deposit on this property, which shall be reimbursed by the sale of general obligation bonds.

FURTHER BE IT RESOLVED, That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Certified Resolution Page 1
10/30/97 - B21
Passed and adopted on November 20, 1997, by the Board of Trustees of the San Francisco Community College District.

I, Peter Goldstein, Chief Operating Officer, certify that the foregoing is a full, true, and correct statement of the resolution, which was adopted at a regular meeting of the Board of Trustees of the San Francisco Community College District.

ADOPTED by the following vote:

AYES: 7
NOES: 0
ABSENT: 0

_________________________
Peter Goldstein
Chief Operating Officer
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B22
Authorization to enter into a purchase agreement with N.Y. Fong Enterprises Inc. for the parcel of land commonly known as 53-55 Columbus Avenue, a site for a permanent Chinatown/Northbeach campus, contingent upon satisfaction of all conditions in the purchase agreement, at a cost not to exceed $1,500,000 to be paid for with funds generated by the sale of general obligation bonds.

President and Members:

On October 24, 1996, the Board of Trustees adopted Resolution No. 961024-S6 to authorize the purchase of property upon which to construct a permanent facility for the Chinatown/Northbeach campus. The College, through its negotiators, the Chief Operating Officer and the Dean of the current Chinatown/Northbeach campus, has agreed to a price of $1,500,000, and now has the opportunity to enter into a contract to acquire the parcel known as 53-55 Columbus Avenue for the purpose of establishing a site for a permanent Chinatown/Northbeach Campus. This purchase, when added to the $3.8 million previously authorized for the acquisition of 1 Columbus Avenue, brings the total amount committed to acquiring the site for the new campus to $5.3 million.

The following Resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District enter into a purchase agreement with N.Y. Fong Enterprises, Inc., for the parcel of land commonly known as 53-55 Columbus Avenue, a site for a permanent Chinatown/Northbeach Campus, contingent upon satisfaction of all conditions in the purchase agreement, at a cost not to exceed $1,500,000, to be paid for the funds generated by the sale of the General Obligation bonds.

FURTHER BE IT RESOLVED: That the Board of Trustees authorizes the transfer of $50,000 from the District’s General Fund - Unrestricted Designated Reserve, into an escrow account for the purpose of placing a deposit on this property, which shall be reimbursed by the sale of general obligation bonds.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator:
Peter Goldstein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B23
Authorizing contract with Miami-Dade Telecourses for a telecourse license agreement for the cable rights to one course to be offered during Spring 1998 semester, at a cost of $200 for the license fees and $14 per student royalty paid to the vendor by City College of San Francisco.

President and Members:

City College of San Francisco offers telecourses over TCI Cable in San Francisco. These telecourses are college credit courses, and are distributed on Cable Channel 52. Each telecourse has a license fee plus a $14 per student royalty, to be paid by City College of San Francisco to the vendor. City College of San Francisco is offering from Miami-Dade Telecourses the following course, Drama: Play, Performance, Perception.

<table>
<thead>
<tr>
<th>LICENSE FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drama: Play, Performance, Perception</td>
</tr>
</tbody>
</table>

The following resolution is recommended for adoption:

RESOLVED: That the SFCCD contract with the Miami-Dade Telecourse for a telecourse license agreement for the cable rights to one telecourse to be offered during the Spring, 1998 semester, at a cost of $200 for the license fee and $14 per student royalty, paid to the vendor by City College of San Francisco.

THEREFORE BE IT RESOLVED: That the Chancellor and Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Jacqueline Shadko
Subject: Resolution No. 971030-B24
Authorizing contract with Coastline Community College, for a telecourse license agreement for the cable rights to two telecourses to be offered during the Spring 1998 semester, at a cost of $1500 for the license fees and $20 per student royalty paid to the vendor by City College of San Francisco.

President and Members:

City College of San Francisco offers telecourses over TCI Cable in San Francisco. These telecourses are college credit courses, and are distributed on Cable Channel 52. The telecourse is licensed at $1500 per semester, plus a $20 per student royalty, to be paid by City College of San Francisco to the vendor. City College of San Francisco is offering from Coastline Community College the following courses: Universe: The Infinite Frontier and Music: Beginning Piano.

The license fee is as follows:

<table>
<thead>
<tr>
<th>Telecourse</th>
<th>LICENSE FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: The Infinite Frontier</td>
<td>$ 750.00</td>
</tr>
<tr>
<td>Music: Beginning Piano</td>
<td>$ 750.00</td>
</tr>
<tr>
<td></td>
<td>$ 1500.00</td>
</tr>
</tbody>
</table>

The following resolution is recommended for adoption:

RESOLVED: That the SFCCD contract with Coastline Community College for the cable rights to two telecourses to be offered during the Spring, 1998 semester, at a cost of $1500 for the license fee and $20 per student royalty for the second class, paid to the vendor by City College of San Francisco.

THEREFORE BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson, Chancellor

Originator: Jacqueline Shadko
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B25
Authorizing contract with Great Plains National, for a telecourse license agreement for the cable rights to one telecourse to be offered during the Spring 1998 semester, at a cost of $600 for the license fees and $15 per student royalty paid to the vendor by City College of San Francisco.

President and Members:

City College of San Francisco offers telecourses over TCI Cable in San Francisco. These telecourses are college credit courses, and are distributed on Cable Channel 52. Each telecourse has a license fee plus a $15 per student royalty, to be paid by City College of San Francisco to the vendor. City College of San Francisco is offering from Great Plains National one telecourse: Art America

<table>
<thead>
<tr>
<th>LICENSE FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art America</td>
</tr>
</tbody>
</table>

The following resolution is recommended for adoption:

RESOLVED: That the SFCCD contract with Great Plains National, for a telecourse license agreement for the cable rights to one telecourse to be offered during the Spring 1998 semester, at a cost of $600 for the license fees and $15 per student royalty paid to the vendor by City College of San Francisco.

THEREFORE BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Jacqueline Shadko
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B26
Authorizing contract with Jones Education Media for a Telecourse license agreement for the cable rights to one course to be offered during Spring, 1998 semester, at a cost of $595 for the license fees and $20 per student royalty, paid to the vendor by City College of San Francisco.

President and Members:

City College of San Francisco offers telecourses over TCI Cable in San Francisco. These telecourses are college credit courses, and are distributed on Cable Channel 52. Each telecourse has a license fee plus a $20 per student royalty, to be paid by City College of San Francisco to the vendor. City College of San Francisco is offering from Jones Education Media the following course: Media Waves: An Introduction to Mass Communication.

LICENSE FEE

Media Waves: An introduction to Mass Communication $595.00

The following resolution is recommended for adoption:

RESOLVED: That the SFCCD contract with Jones Education Media for a telecourse license agreement for the cable rights to one telecourse to be offered during the Spring, 1998 semester, at a cost of $595 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

THEREFORE BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Jacqueline Shadko
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B27
Authorizing contract with the Adult Learning Service of Public Broadcasting Service, for a telecourse license agreement for the cable rights to fourteen courses to be offered during the Spring, 1998 semester, at a cost of $7,000 for the license fees and $20 per student royalty paid to the vendor by City College of San Francisco.

President and Members:

City College of San Francisco offers telecourses over TCI Cable in San Francisco. These telecourses are college credit courses, and are distributed on Cable Channel 52. Each telecourse has a license fee plus a $20 per student royalty, to be paid by City College of San Francisco to the vendor.

City College of San Francisco is offering from The Adult Learning Service of Public Broadcasting Service the following courses: Art of the Western World, The African, The American Cinema, Business and the Law, Discovering Physiology, Faces of Culture, French in Action, Joseph Campbell, Let’s Learn Japanese, Living with Health, Photographic Vision, Something Ventured, Race to Save the Planet and World of Chemistry.

<table>
<thead>
<tr>
<th>Course</th>
<th>License Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art of the Western World</td>
<td>$500.00</td>
</tr>
<tr>
<td>The Africans</td>
<td>500.00</td>
</tr>
<tr>
<td>The American Cinema</td>
<td>500.00</td>
</tr>
<tr>
<td>Business and the Law</td>
<td>500.00</td>
</tr>
<tr>
<td>Discovering Psychology</td>
<td>500.00</td>
</tr>
<tr>
<td>Faces of Culture</td>
<td>500.00</td>
</tr>
<tr>
<td>French in Action(French 1A &amp; 1B)</td>
<td>500.00</td>
</tr>
<tr>
<td>Joseph Campbell(cassette course)</td>
<td>500.00</td>
</tr>
<tr>
<td>Let’s Learn Japanese</td>
<td>500.00</td>
</tr>
<tr>
<td>(short term course)</td>
<td></td>
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<tr>
<td>Living with Health</td>
<td>500.00</td>
</tr>
<tr>
<td>Photographic Vision</td>
<td>500.00</td>
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<tr>
<td>Something Ventured</td>
<td>500.00</td>
</tr>
<tr>
<td>Race to Save the Planet</td>
<td>500.00</td>
</tr>
<tr>
<td>World of Chemistry</td>
<td>500.00</td>
</tr>
</tbody>
</table>

$7,000.00
The following resolution is recommended for adoption:

RESOLVED: That the SFCCD contract with the Adult Learning Service of Public Broadcasting Service for a telecourse license agreement for the cable rights to 14 telecourses to be offered during the Spring 1998 semester, at a cost of $7,000 for the license fee and $20 per student royalty, paid to the vendor by City College of San Francisco.

THEREFORE BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Jacqueline Shadko
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B28
Authorization for a request to the City and County of San Francisco to issue $16 million in general obligation bonds on behalf of the San Francisco Community College District

President and Members:

On June 3, 1997, San Francisco voters passed a ballot measure for a general obligation bond issue for both the San Francisco Community College District and the San Francisco Unified School District. The College is entitled to $50 million of the $140 million the voters approved. The College has already incurred reimbursable expenses related to bond projects and now needs to gain access to these bond funds. Specifically, the College needs to receive $16 million of its $50 million authorization. The primary use of these proceeds is $10 million for acquiring sites for permanent Mission and Chinatown/North Beach campuses. The remaining $6 million will be split as follows: Health & Safety projects - $2 million, Renovation projects - $1 million, and Technology/Electrical Upgrades projects - $3 million. The College has requested that these funds become available as soon as possible due to the current availability of property for the two proposed campuses. The Mayor’s Office has indicated that bonds can be sold on the College’s behalf during February 1998. The College will retain its ability to seek additional bond funds during the City’s usual marketing of bonds in June or July of 1998.

The following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees of the San Francisco Community College District authorizes a request to the City and County of San Francisco to issue $16 million in general obligation bonds on behalf of the San Francisco Community College District
FURTHER BE IT RESOLVED: that the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator:
Peter Goldstein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B29
Authorization to amend Resolution No. 970829-B21-960829-B21, Adoption of Recommended Final Budget for 1997-1998 1996-1997 for transfers from the General Fund-Unrestricted to: (1) increase transfer to Cafeteria fund from $90,000 to $150,400; (2) increase transfer to Capital Outlay fund from $90,000 to $150,400.

President and Members:

On August 29, 1996, the Board of Trustees approved Resolution No. 960829-B21, Adoption of Recommended Final Budget 1997-1998 1996-1997 wherein $90,000 was transferred from the General Fund-Unrestricted account to the College Cafeteria account, and $566,000 to the Capital Outlay Fund.

The recommended revision increases the amount transferred from $90,000 to $150,400 and reallocation of revised amount as follows: $138,600 to the Hotel & Restaurant Department and $11,800 to the Educated Palate.

The following resolution is recommended for adoption.

RESOLVED: Authorization to amend Resolution No. 970829-B21-960829-B21, Adoption of Recommended Final Budget 1997-1998 1996-1997 for transfers from the General Fund-Unrestricted to: (1) increase transfer to Cafeteria fund from $90,000 to $150,400; (2) increase transfer to Capital Outlay fund from $90,000 to $150,400.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B30
Authorization to contract with Merle E. Cannon, for special services and advice to assist the District in the preparation of a Five Year Capital Outlay Construction Plan, update the District space inventory, and provide consultation for Initial Project Proposals, for the July 1998 submittal to the State Chancellor’s Office, at a cost not to exceed $10,000.

President and Members:

Resolution No. 970625-B8 authorized the District to contract with Merle E. Cannon for preparing the District space inventory and Five Year Construction Plan for 1997.

Merle E. Cannon will assist the district in preparation of a comprehensive Five Year Capital Outlay Construction Plan for the July 1998 submittal to the State Chancellor’s Office, provide consultation for preparation of Initial Project Proposals and update the District’s space inventory. The Five Year Capital Outlay Construction Plan is the basis for all state funded capital outlay projects for the next five years. The District is pleased with Mr. Cannon’s expertise and knowledge of the complex state funding process for facilities. Mr. Cannon formerly served as a consultant to the State Chancellor’s Office where he developed guidelines for Five Year Construction Plans and space inventory.

The total cost of this Contract is $10,000 and is to be charged to Appropriation No. U-0130-5190-6600-S.

The following resolution is recommended for adoption:

RESOLVED: That authorization is hereby given to contract with Merle E. Cannon, for Special Services and Advice to assist the District in the preparation of a Five Year Capital Outlay Construction Plan, update the District’s space inventory, and provide consultation for Initial Project Proposals, for the July 1998 submittal to the State Chancellor’s Office, at a cost not to exceed $10,000.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B31
Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Student Services, Transitional Assistance to Needy Families (TANF) Funding, July 1, 1997 to June 30, 1998, not to exceed $466,765.

President and Members:

Beginning in the 1997-98 fiscal year, a new process of funding what had previously been called "Additional GAIN FTES Funding" is being implemented. This new funding is now being called TANF Funding in lieu of GAIN funding. The purpose of the funding is to fund additional costs or those fixed, variable, and one time costs for providing support services or instruction which are not funded from other sources to TANF recipients. At CCSF these funds will be allocated to fund the Career Link Program and for an Office of Workforce Education. In collaboration with the Department of Human Services, the Plan for TANF Funding includes: develop services to meet the educational and training needs of TANF recipients, identify the needs of recipients, provide direct career assessment and job placement services to recipients, and develop curriculum to ensure that recipients are able to access programs and services.

No matching funds of the District are required to apply for these funds.

Income From State Sources:

Chancellor's Office California Community Colleges, TANF Funding $466,765

Expenditures:

- Academic Salaries $219,492
- Classified Salaries $139,139
- Employee Benefits 57,684
- Supplies 14,000
- Other Operating Expenses 27,150
- Equipment 9,300
- Total $466,765
The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, Office of Student Services, Transitional Assistance to Needy Families (TANF) Funding, July 1, 1997 to June 30, 1998, not to exceed $466,765.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Phyllis G. McGuire
Honorable Board of Trustees of the 
San Francisco Community College Districts

Subject: Resolution No. 971030-B32
Authorization to enter into contract with Mason Tillman Associates, LTD. to 1) complete the District's M/WBE program design at a cost of $13,195; 2) establish and implement the program's monitoring and compliance functions at a cost not to exceed $65,679

President and Members:

On March 30, 1995, the Board passed Resolution No. 950330-S2 which directed the administration to bring to the Board a plan and a time-line for the development and implementation of a Minority Enterprise Business/Women's Business Enterprise(MBE/WBE) Program for the District.

On May 25, 1995 Resolution No. 950525-S5 was passed establishing a time-line for the development and implementation of a Minority Enterprise Business/Women's Business Enterprise(MBE/WBE) program. The adopted time line covered a period of 14-27 months to develop and implement the program.

On February 22, 1996 Resolution No. 960222-B4 was passed engaging the firm of Mason Tillman Associates, LTD. to complete a disparity study on behalf of the District and to make recommendations for the creation of an M/WBE Program. The completed study was presented at the September 18, 1997 Board of Trustees meeting.

Mason Tillman Associates will now assist the District in the following:

1. Design a program based upon the recommendations presented in the Disparity Study.

2. Create and implement the monitoring and compliance components of the program and train the appropriate District staff to take over monitoring and compliance activities.
The following recommendation is recommended for adoption:

RESOLVED: That the District contract with Mason Tillman Associates, LTD. to: 1) complete the District's M/WBE program design at a cost of $13,195, 2) establish and implement the program's monitoring and compliance functions at a cost not to exceed $65,679.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B33
Authorization to accept and appropriate receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52, a total of $38,684.46.

President and Members:

The City and County of San Francisco gives a portion of the TCI Cable franchise fee to support operations of the educational access Channel 52, currently operated by City College of San Francisco. These funds are given by the City College of San Francisco Foundation to the Channel 52 account of City College of San Francisco. The funds are restricted to pay any operating expenses of Channel 52.

The Foundation of City College of San Francisco will donate a total of $38,684.46, consisting of a transfer of $11,684.46 to finalize the liquidation of expenses from last year and a transfer of $27,000.00 to partially cover payroll expenses for this year in anticipation of receiving approximately $48,000.00 from the City of San Francisco for the fiscal year July 1, 1997 to June 30, 1998.

The following resolution is recommended for adoption:

WHEREAS: The educational access channel offers students distance education opportunities, as well as a range of valuable educational services to the College and the San Francisco Community, and

WHEREAS: The City and County of San Francisco gives approximately $48,000.00 a year to the Foundation of City College of San Francisco for the purpose of operating educational access channel to assist students and provide educational programming for the City of San Francisco.

RESOLVED: That authorization be given to accept and appropriate all receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52 a total of $38,684.46,
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Office, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Jacqueline A. Shadko
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 971030-B34
Authorization to amend Resolution 970731-B21 which authorized a contract with, and a appropriation of funds from, the Mathematics and Science Teacher Education Program (MASTEP) to provide reassigned time for CCSF faculty to work on course and curriculum development for the period of July 1997 to June 1998 in the amount not to exceed $57,817 to increase the total to the amount not to exceed $58,650.58

President and Members:

A large proportion of the K-12 teachers in the State of California receive their degrees from the CSU system and this grant seeks to improve the science and math components of those degree programs. CCSF is a partner in this program to support the development of science and math courses at the lower division level as well as to recruit students from under-represented groups to science and math teaching. The additional funds are to increase the academic salary budget by $833.58.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to amend Resolution 970731-B21 by increasing the total from $57,817 to the total amount not to exceed $58,650.58

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Manlove

10/30/97 - B34 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 971030-B35
Authorization to (1) submit an application for a grant and to
(2) appropriate all funds upon approval by the U.S.
Environmental Protection Agency to establish the
Environmental Justice Community Education Project through
the CCSF Business Department and the Administration of
Justice Department for the period of October 1, 1997 to
September 30, 1999 in the amount not to exceed $249,720

President and Members:

This Environmental Justice Community Educational Project is designed to help
low income and minority residents and groups in the Southeast section of San
Francisco efficiently address environmental justice issues through active partnership
with institutions of higher education. An ongoing communications network of individuals,
businesses and organizations will be forged to help eliminate public health hazards
such as illegal dumping, pollution and toxic waste. The project will advocate for
economic development initiatives that promote job creation in non-polluting industries.

There is additional space required for one person and one additional phone line
is required. The required space has been found at Evans Campus. No in-kind match is
required. City College of San Francisco is the fiscal agent.

CCSF has the following partners in the project; Southeast Alliance for
Environmental Justice, San Francisco Police Department, District Attorney’s
Environmental Crimes Task Force and Urban Habitat Program of the Earth Island
Institute. The Project’s ten-member Coordinating Team will consist of members from
Renaissance Parents of Success, Residents of Southeast San Francisco (ROSE)
Hunters’ Point Shipyard Arts Project, San Francisco Senators, San Francisco
Department of Public Health and the San Francisco Giants.
Expenditure
Academic and classified salaries $ 78,000
Employee benefits $ 10,200
Equipment $ 20,700
Supplies $ 5,300
Travel $ 400
Contract Cost $ 96,900
Indirect Cost $ 37,500
Other $ 720
Total not to exceed $249,720

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to (1) submit an application for a grant and to (2) appropriate all funds upon approval by the U.S. Environmental Protection Agency to establish the Environmental Justice Community Education Project through the CCSF Business Department and the Administration of Justice Department for the period of October 1, 1997 to September 30, 1999 in the amount not to exceed $249,720

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Bernice Brown

10/30/97 - B35 page 2
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No: 971030-B36
Authorization to (1) submit an application for a grant and to (2) appropriate all funds upon approval by the Office of Population Affairs to establish the Adolescent Pregnancy Prevention Project through the CCSF Business Department for the period of October 15, 1997 to July 1, 1998 in the amount not to exceed $292,000.

President and Members:

The Adolescent Pregnancy Prevention Project is a teen pregnancy prevention demonstration project targeting students attending San Francisco Unified School District, alternative schools and continuation school programs. Young women and men, who are currently students at the Southeast Campus, who were teens when they had their first child will be trained as peer health educators.

The program will provide educational and counseling, referral services. Youth will receive pregnancy prevention classes at their schools, foster group homes and the juvenile detention center. The funds will be used to provide a minimum income of $15,000 annually to 6 peer advisors.

There is additional space required for office and conference meetings at the Southeast Campus. An in-kind match of $22,000 is required. City College of San Francisco is the fiscal agent.

CCSF has the following partners in the project; San Francisco Unified School District, University of California San Francisco, Mount Zion Hospital, San Francisco Department of Human Services, San Francisco Youth Guidance, San Francisco State University.

Expenditures

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic and classified salaries</td>
<td>$161,000</td>
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<tr>
<td>Employee benefits</td>
<td>$ 33,810</td>
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<td>Supplies</td>
<td>$ 30,180</td>
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<td>Indirect Cost</td>
<td>$ 20,000</td>
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<tr>
<td>Other</td>
<td>$ 25,000</td>
</tr>
<tr>
<td>In-Kind match</td>
<td>$ 22,000</td>
</tr>
<tr>
<td>Total not to exceed</td>
<td>$292,000</td>
</tr>
</tbody>
</table>

10/30/97 - B36 page 1
The following resolution is recommended for adoption:

RESOLVED: Authorization to (1) submit an application for a grant and to (2) appropriate all funds upon approval by the Office of Population Affairs to establish the Adolescent Pregnancy Prevention Project through the CCSF Business Department for the period of October 15, 1997 to July 1, 1998 in the amount not to exceed $292,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Bernice Brown
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 971030-B37
Authorization to become a subcontractor to San Francisco
State University to provide tutoring services through the ESL
department for elderly immigrants seeking citizenship for the
period November 1, 1997 until June 30, 1998, in the
amount not to exceed $19,556.

President and Members:

Project SHINE is a collaborative effort between City College of San Francisco
(CCSF) and San Francisco State University (SFSU) to meet the needs of immigrant
dyers preparing for the naturalization exam and to nurture intergenerational
relationships to benefit both elders and students.

The total of the grant is $13,556 for the time period November 1, 1997 to June
30, 1998. No additional physical space is required. CCSF will provide $6,000 in work
study funds. San Francisco State University is the fiscal agent.

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>Amount</th>
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<tr>
<td>Academic and Classified salaries</td>
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<tr>
<td>Employee benefits</td>
<td>$293</td>
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<tr>
<td>Supplies and materials</td>
<td>$300</td>
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<tr>
<td>Work study</td>
<td>$6,000</td>
</tr>
<tr>
<td><strong>Total not to exceed</strong></td>
<td><strong>$19,556</strong></td>
</tr>
</tbody>
</table>

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their
designees, are hereby authorized to become a subcontractor to San Francisco
State University to provide tutoring service for Project SHINE (Students Helping
in the Naturalization of Elders) with the involvement of the ESL department for
the period November 1, 1997 until June 30, 1998, in the amount not to exceed
$19,556.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

SUBJECT: Resolution No 971030-B38
Authorization to (1) contract with San Francisco State University (SFSU) for activities related to a grant from the Carl D. Perkins Vocational and Applied Technology Education Act of 1990 (VATEA) for the Community Health Worker Training Program, for the period July 1, 1997 to June 30, 1998 in the amount not to exceed $20,720 and to (2) appropriate funds received from the above-named grant to the Health Science department of City College of San Francisco (CCSF) for the period of July 1, 1997 to June 30, 1998 in the amount not to exceed $1,780.

President and Members:

This resolution requests an authorization to contract funds to San Francisco State University (SFSU) for activities related to a grant from the Carl D. Perkins Vocational and Applied Technology Education Act of 1990 (VATEA) for Community Health Worker Training and to appropriate funds received from the above-named grant to the Health Science Department of CCSF. The Community Health Worker Training Program is a joint project of the Health Sciences Department of City College of San Francisco and the Department of Health Education at San Francisco State University.

This program is in its fourth year and will seek to establish two new vocational certificates in community health. The first, a Certified Addiction Treatment Specialist (CATS) credential training program is approved and accredited by the California Association for Alcohol and Drug Educators. The second, an Interpretation in Health Care Certificate is a partnership with Kaiser Permanente and other employers.

There is no in-kind match or additional physical space required for the contract. City College of San Francisco is the fiscal agent.

San Francisco State University is a partner with CCSF in the project.

Expenditures (SFSU) $20,720
Honorarium (CCSF) $ 1,780

The following resolution is recommended for adoption:
RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to (1) contract with San Francisco State University (SFSU) for activities related to a grant from the Carl D. Perkins Vocational and Applied Technology Education Act of 1990 (VATEA), for the period July 1, 1997 to June 30, 1998 in the amount not to exceed $20,720 and to (2) appropriate funds received from the above-named grant to the Health Science department of City College of San Francisco (CCSF) for the period of July 1, 1997 to June 30, 1998 in the amount not to exceed $1,780

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

SUBJECT: Resolution No. 971030-B39
Authorization to (1) contract with San Francisco State University (SFSU) for activities related to a grant from the U.S. Department of Education for the Community Health Worker Training Program, for the period September 1, 1997 to August 31, 1998 in the amount not to exceed $78,798 and to (2) appropriate funds received from the above-named grant to the Health Science Department of City College of San Francisco (CCSF) for the period of September 1, 1997 to August 31, 1998 in the amount not to exceed $9,250.

President and Members:

This resolution requests an authorization to contract with San Francisco State University (SFSU) for activities related to a grant from U.S. Department of Education for Community Health Worker Training and to appropriate funds from the above-named grant to the Health Science Department of CCSF. The Community Health Worker Training Program is a joint project of the Health Science Department of City College of San Francisco and the Department of Health Education at San Francisco State University.

This program is in its third year and will focus on evaluation. The evaluation will demonstrate statistically significant improvement in core competencies (developed in year one and two) based on an objective structured practical exam.

There is no additional physical space or in-kind match required. The San Francisco Community College District is the fiscal agent.

San Francisco State University is a partner with City College of San Francisco in the project.

Expenditure (SFSU) $78,798
Reassigned Time (CCSF) $ 9,250

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to (1) contract with San Francisco State
University (SFSU) for activities related to a grant from the U.S. Department of Education for the Community Health Worker Training Program for the period September 1, 1997 to August 31, 1998 in the amount not to exceed $78,798 and to (2) appropriate funds received from the above-named grant to the Health Science Department of City College of San Francisco for the period of September 1, 1997 to August 31, 1998 in the amount not to exceed $9,250.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B40
Authorization for a request to the City and
County of San Francisco to issue $16 million in
general obligation bonds on behalf of the San
Francisco Community College District

President and Members:

On June 3, 1997, San Francisco voters passed a ballot
measure for a general obligation bond issue for both the San Francisco
Community College District and the San Francisco Unified School District.
The College is entitled to $50 million of the $140 million the voters
approved on June 3rd. The College has already incurred some
reimbursable expenses related to bond projects and now needs to gain
access to these bond funds. Specifically, the College needs to receive
$16 million of its $40 million authorization. The primary use of these
proceeds is $10 million for acquiring sites for permanent Mission and
Chinatown/North Beach campuses. The remaining $6 million will be split
as follows: Health & Safety - $2 million, Renovation - $1 million, and
Technology/Electrical Upgrades - $3 million. The College has requested
these funds become available as soon as possible due to the current
availability of property for the two proposed campuses. The Mayor's
Office has indicated that bonds can be sold on the College's behalf during
February 1998. The College will retain its ability to seek additional bond
funds during the City's usual marketing of bonds during June or July of
1998.

The following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees of the San
Francisco Community College District authorizes a request
to the City and County of San Francisco to issue $16 million
in general obligation bonds on behalf of the San Francisco
Community College District

10/30/97 - B40 Page 1
FURTHER BE IT RESOLVED: that the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator:
Peter Goldstein
Honorable Board of Trustees of the 
San Francisco Community College District

Subject: Resolution No. 971030-B41  
Authorization to amend Resolution No. 970829-B21, Adoption of Recommended Final Budget for 1996-97 for transfers from the General Fund-Unrestricted to: (1) increase transfer to Cafeteria fund from $90,000 to $150,400; (2) increase transfer to Capital Outlay fund from $90,000 to $150,400.

President and Members:

On August 29, 1996, the Board of Trustees approved Resolution No. 960829-B21, Adoption of Recommended Final Budget 1996-97 wherein $90,000 was transferred from the General Fund-Unrestricted account to the College Cafeteria account.

The recommended revision increases the amount transferred from $90,000 to $150,400 and reallocation of revised amount as follows: $138,600 to the Hotel & Restaurant Department and $11,800 to the Educated Palate.

The following resolution is recommended for adoption.

RESOLVED: Authorization to amend Resolution No. 970829-B21, Adoption of Recommended Final Budget 1997-98 to increase the amount of funds transferred to the College Cafeteria from $90,000 to $150,400 and to then reallocate the $150,400 between the Hotel & Restaurant Department and Educated Palate ($138,600 and $11,800 respectively).

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-B42
Amending Resolution 970918-B4; “Establishing the appropriations limit for 1997-98 pursuant to Government Code Section 7910”.

President and Members:

At the September 1997 SFCCD Board Meeting, the Board approved Resolution 970918-B4 and resolved: That the Governing Board pursuant to Government Code Sections 7908 and 7910 (Gann Limit), establish the SFCCD appropriations limit for the fiscal year 1997-98 at $119,378,144. Recalculation of the Gann Limit amends the SFCCD 1997/98 appropriations limit from $119,378,144 to $132,557,102.

The following resolution is recommended for adoption:

RESOLVED: That the Governing Board pursuant to Government Code Sections 7908 and 7910 (Gann Limit), establishes the SFCCD appropriations limit for the fiscal year 1997-98 at $132,557,102.

FURETHER BE IT RESOLVED: That supporting documentation has been made available to the public for its review and that any action to set aside or annul this action pursuant to Government Code Section 7910 must be filed with the Secretary of the Governing Board within 45 days of the adoption of this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-C1
Procurement of equipment, supplies, services, etc., less than $3,000

President and Members:

Listed below are encumbrances for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the conduct of the schools, and therefore are recommended for approval of the Board of Trustees. It is certified that the items listed below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $106,925.85 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Payments</td>
<td>$ 44,199.31</td>
</tr>
<tr>
<td>Purchase Orders</td>
<td>31,641.32</td>
</tr>
<tr>
<td>Travel/Mileage</td>
<td>31,085.22</td>
</tr>
<tr>
<td><strong>GRAND TOTAL:</strong></td>
<td><strong>$ 106,925.85</strong></td>
</tr>
</tbody>
</table>

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-C2
Procurement of equipment, supplies, services, etc., more than $3,000.

President and Members:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the conduct of the schools, and therefore are recommended for approval of the Board of Trustees. It is certified that the items listed below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in the attached Exhibit “A”.

GRAND TOTAL: $8,981,406.87

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-C3
Acceptance of Gifts

1) $13,812.00 cash donation

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash, (4) securities, (5) precious stones, (6) precious metals, and (7) goods other than (1) to (6) above, with a market value exceeding $1,500 be accepted by the SFCCD by a governing board resolution.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

The following resolution is recommended for adoption:

WHEREAS: the SFCCD has been tendered the following as gifts:

1. Description: $13,812.00 cash donation.
   Donor: Genentech Foundation for Biomedical Sciences
   Beneficiary: Molecular Biology
   Market Value Declared by Donor: $13,812.00

WHEREAS: Frances Lee, Provost declares that these gifts will enhance the instructional program of the San Francisco Community College District for and in the name of the San Francisco Community College District.

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described above, the Secretary of the Governing Board is directed to notify the donor of the acceptance of the fits by the governing board.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-C10
Disposal of Personal Property With Insufficient
Sales Value.

President and Members:

It has been determined that the property listed in Attachment “A” is in
unsatisfactory and unserviceable condition, and is of insufficient value to defray cost of
arranging a sale. It is recommended that the property be disposed of in the local public
dump.

California Education Code Section 81452 reads in part as follows: “(c) If the
board, by a unanimous vote of those members present, finds that the property is of
insufficient value to defray the cost of arranging a sale, . . . it may be disposed of in the
local public dump”.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Vice Chancellor, and Administration are hereby
authorize that the properties listed in Attachment “A” be disposed of in the local
public dump.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
<table>
<thead>
<tr>
<th>Asset No.</th>
<th>Description</th>
<th>Mfr./Model</th>
<th>Acq. Date</th>
<th>Orig. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>018325</td>
<td>Coupler Acoustic Connector</td>
<td>Jacobson A242</td>
<td>06/80</td>
<td>233</td>
</tr>
<tr>
<td>019717</td>
<td>CRT Terminal</td>
<td>Visual Technology</td>
<td>07/82</td>
<td>980</td>
</tr>
<tr>
<td>019718</td>
<td>CRT Terminal</td>
<td>Visual Technology</td>
<td>07/82</td>
<td>980</td>
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<td>07/82</td>
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<td>019865</td>
<td>CRT Terminal</td>
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<td>07/82</td>
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<tr>
<td>037081</td>
<td>CRT Terminal</td>
<td>Visual Technology</td>
<td>07/82</td>
<td>907</td>
</tr>
<tr>
<td>037131</td>
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<td>07/83</td>
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<td>A-J A2423A</td>
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<td>246</td>
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<tr>
<td>039183</td>
<td>CRT Terminal</td>
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<td>Comp Link</td>
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<tr>
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<td>CRE Terminal</td>
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<td>907</td>
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<td>Secutive</td>
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<td>Epson LQ1170</td>
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<td>----------</td>
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<td>Hayes 1200</td>
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<td>Microfiche Reader</td>
<td>Northwest</td>
<td>Unknown</td>
<td>$unknown</td>
</tr>
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<td>Unknown</td>
<td>14” Monitor</td>
<td>Qume</td>
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<td>$unknown</td>
</tr>
</tbody>
</table>
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 971030 - F1  
Extending Appointment  
Interim Educational Academic Administrator  
San Francisco Community College District

President and Members of the Board of Trustees:

Resolution No. 971030 - F1 extends an interim educational academic administrative appointment for Interim Dean, John Adams Campus/School of Health and Physical Education (Office of the Provost). Board of Trustees approval is required.

RESOLVED: That effective November 3, 1997, to December 31, 1997, or until a permanent dean is hired, whichever occurs first, Linda Squires-Grohe's appointment as Interim Dean, John Adams Campus/School of Health and Physical Education (Office of the Provost) be extended. Salary shall be in accordance with the 1997-98 Management Salary Schedule, Classification C, Dean II/Director.

Recommended for Adoption

Del M. Anderson  
Chancellor

Originator: Clara Starr
REQUIRES FIVE AFFIRMATIVE VOTES

Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030 - P1
Amending the San Francisco Community
College District Policy Manual Section
7.19 Environmental Quality, by Suspending
Part of Policy Manual Section 1.05 D

President and Members:

San Francisco Community College District Policy Manual Section 1.05 D reads as follows: “Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting. Any policy or by-law which is regulatory as to the Board but is not otherwise required by law may be suspended temporarily by a vote of at least five (5) members if such suspension is in the best interest of the District.”

The following resolution is recommended for adoption:

WHEREAS: San Francisco Community College District Policy Section 1.05 D provides that any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, provided notice of said intended action has been given at a previous meeting; but

WHEREAS: This section 1.05 D also provides that any policy or by-law which is regulatory as to the Board but is not otherwise required by law may be suspended temporarily by a vote of at least five (5) members if such suspension is in the best interest of the District; and

WHEREAS: The process requiring prior notice to amend the policy is not required by law; and

WHEREAS: The Chancellor seeks to amend PM 7.19 in as an expedient manner as possible; and

WHEREAS: The usual two readings to change the policy manual to effectuate this change will unnecessarily delay the amending of this policy; and

WHEREAS: The current policy statement concerning environmental quality provides that the SFCCD utilizes the objectives, criteria and
Whereas: Utilizing the City and County CEQA processes in relation to purchase of properties as provided for under the recent Bond Act (Proposition A in June of 1997) would create delays in the acquisition; and

Whereas: After consultation with City and County officials, the administration is recommending that the SFCCD adopt CEQA processes that are not tied to City and County processes.

WHEREAS: The Board finds that the temporary suspension of that part of Policy Manual Section 1.05 D requiring prior notice to amend the policy manual is in the best interest of the District.

Therefore be it resolved: That the Board of Trustees of the San Francisco Community College District hereby temporarily suspends that part of Policy Manual Section 1.05 D which would require that prior notice be given at a previous meeting in order to amend the policy manual. (Requires Five Votes)

And further be it resolved: That the San Francisco Community College District Policy Manual Section 7.19 Environmental Quality be amended to read as follows effective immediately: (Note: Additions or substitutions are indicated by bold and italic and deletions are indicated by strikeout.)

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Ronald Lee
It shall be the policy of the San Francisco Community College District to develop and maintain a high quality environment now and in the future and to take all feasible action necessary to protect, rehabilitate and enhance the environmental quality of the District, and otherwise to comply with the goals and objectives of the California Environmental Quality Act (CEQA) as set forth in California Public Resources Code Sections 21000 et seq.

In carrying out this policy the Governing Board elects to exercise its option authorized by Section 21082 of the Public Resources Code to utilize the objectives, criteria and procedures of the City and County of San Francisco in complying with the California Environmental Quality Act of 1970 and the implementing Guidelines adopted by the State Secretary for Resources. The Associate Director, Facilities and Planning, is appointed the District Environmental Protection Officer with the responsibility for supervising compliance with the Act and the Guidelines. and in fulfilling its obligation to adopt procedures for administering the District’s responsibilities under CEQA, the District hereby adopts and incorporates by reference the State CEQA Guidelines set forth in Title 14 of the California Code of Regulations, Sections 15000 et seq., as authorized in Section 15022(d) of the Regulations. Supplemental provisions relating to the District’s procedures for implementing CEQA that may be necessary to tailor the general provisions of the State CEQA Guidelines to the specific operations of the District are to be found in the Administrative Regulations to be adopted by the Board of Trustees.

The procedures for submitting District projects requiring environmental review to the San Francisco Department of City Planning are contained in the Administrative Regulations.
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030 - S1
Declaring Support for the Principles of CEDAW
(Convention on the Elimination of all Forms of
Discrimination Against Women) and Urging Its Ratification

President and Members:

WHEREAS: The San Francisco Community College District has a long
standing ban on discrimination against women; and

WHEREAS: The District’s ban on such discrimination is reflected in
specific policies, such as the prohibition of discrimination against women
in hiring and promotion decisions made by the District, the ban on sexual
harassment, and the declaration of equal educational opportunities in the
District’s educational programs and activities regardless of gender; and

WHEREAS: As a political subdivision of the State of California, the
District promotes similar non-discrimination policies throughout all levels
of government; and

WHEREAS: The Convention on the Elimination of all Forms Of
Discrimination Against Women (CEDAW), also known as the
International Bill of Rights for Women, provides a universal definition of
discrimination against women; and

WHEREAS: Countries which ratify CEDAW are mandated to condemn
all forms of discrimination against women and ensure equality for women
in several spheres - civil, political, economic, social and cultural; and

WHEREAS: CEDAW was adopted by the United Nations General
Assembly in 1979 and was signed by President Jimmy Carter on behalf
of the United States in 1980; but has yet to be adopted by the United
States Senate, though 155 other countries have ratified it to date; and

WHEREAS: Numerous organizations in the Bay Area are organizing to
support CEDAW to promote equal access to health care, employment,
education, and other fundamental human rights; to educate their
communities about this treaty; and to urge the U.S. Senate to ratify
CEDAW;
NOW, THEREFORE BE IT RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby declares its support for the principles of CEDAW and urges its ratification.

Recommended for adoption:

President Natalie Berg
Trustee Rodel Rodis
Trustee Andrea Shorter
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-W1
Authorization to enter into a three and one half year lease agreement with the City and County of San Francisco for the use of 35,800 square feet (approximately 85% of the building) at 1800 Oakdale for the operation of the City College Southeast Campus from January 1, 1998 through June 30, 2001 at a monthly rate of $13,902 adjusted each July 1 with the CPI increase for all urban consumers for the San Francisco-Oakland-San Jose area for the previous calendar year.

President and Members:

By Board Resolution No. 920827-W3, the Board of Trustees authorized a lease with the City and County of San Francisco for the San Francisco Community College District to use approximately 35,800 square feet of space at 1800 Oakdale Avenue as the City College Southeast Campus (approximately 85% of the whole building), primarily for credit and non credit classes and vocational programs. The authorized term of the lease was from July 1, 1992 through June 30, 1995. Rent was $13,108.14 per month for 1992-93; $13,497.30 per month for 1993-94; and $13,902 per month for 1994-95. Since June 30, 1995, the District has been renting on a month-to-month basis for $13,902 per month.

At this time, District administration recommends that we formalize our relationship once again with the City and County of San Francisco for the use of the space at 1800 Oakdale with a new three and a half year lease. The use of room 420 by San Francisco Unified School District (SFUSD) and the sublease of room 510 by Renaissance Parents of Success, however, has the Southeast Facilities Commission’s approval, and may continue. The College District will be allowed to negotiate and accept reimbursement from SFUSD for the use of the space.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor and/or Chief Operating Officer or their designees are hereby authorized to enter into a three and one half year lease agreement with the City and County of San Francisco for the use of 35,800 square feet (approximately 85% of the building) at 1800 Oakdale for the operation of the City College Southeast Campus from January 1, 1998 through June 30, 2001 at
a monthly rate of $13,902 adjusted each July 1 with the CPI increase for all urban consumers for the San Francisco-Oakland-San Jose area for the previous calendar year, and

FURTHER BE IT RESOLVED: That the relationship between the lessor and lessee must be strictly a landlord-lessee relationship. The lessor will have no responsibility or involvement in determination of programs or courses or in the use and disposition of equipment which is the property of the College District.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Stephen J. Herman
Subject: Resolution No. 971030-W2
Authorization to enter into a three and one half year lease agreement with the City and County of San Francisco for the use of 35,800 square feet (approximately 85% of the building) at 1800 Oakdale for the operation of the City College Southeast Campus from January 1, 1998 through June 30, 2001 at a monthly rate of $13,902 adjusted each July 1 with the CPI increase for all urban consumers for the San Francisco-Oakland-San Jose area for the previous calendar year.

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The following resolution is recommended for adoption:

RESOLVED: That the Chancellor and/or Chief Operating Officer or their designees are hereby authorized to enter into a three and one half year lease agreement with the City and County of San Francisco for the use of 35,800 square feet (approximately 85% of the building) at 1800 Oakdale for the operation of the City College Southeast Campus from January 1, 1998 through June 30, 2001 at
a monthly rate of $13,902 adjusted each July 1 with the CPI increase for all urban consumers for the San Francisco-Oakland-San Jose area for the previous calendar year, and

FURTHER BE IT RESOLVED: That the relationship between the lessor and lessee must be strictly a landlord-lessee relationship. The lessor will have no responsibility or involvement in determination of programs or courses or in the use and disposition of equipment which is the property of the College District.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Stephen J. Herman
FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on Contracts under $30,000, Office of
Contract Education, City College of San
Francisco, October 1997.

This report is for information only on contracts that the Office of Contract
Education negotiated or amended under $30,000 for the month of October 1997.

Federal Reserve Bank #12 contract total $7,575 - term September
1, 1997 through March 31, 1998 for a Visual Basic 5.0 credit course for the
Federal Reserve Bank employees.

Sheraton Palace Hotel - contract total $7,200 - term October 1,
1997 through December 31, 1997 - for a Computer Training Program.

San Francisco Public Library - contract total $6,840 - term
September 1, 1997 through December 30, 1997 for Computer Training
Program and Overview of Business Computers.

Department of Human Services - contract total $3,225 - term
October 06, 1997 through December 30, 1997 for a Customer Service
Training.

San Francisco General Hospital - contract total $5,900 - term
October 1, 1997 through January 01, 1998 for a Head Nurse-Labor
Management Training Program.

Department of Veterans Affairs - contract total $6,715 - term July
23, 1997 through July 31, 1998 for Team Building, Financial Planning,
Retirement and How to Organize Training.
AMENDED 11/17/97
Regular Meeting of the

Board of Trustees of the San Francisco Community College District

City College of San Francisco
Phelan Campus, Pierre Coste Dining Room
50 Phelan Avenue, San Francisco

Thursday, November 20, 1997
Open Session - 6:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Special Presentation

1) Recap of Capital Projects since 1993 - Peter Goldstein and Chuck Jackson

2) Staff Diversity Report - Clara Starr

IV. Report from Academic Senate

V. Report from Associated Students Council

VI. Report from Classified Senate

VII. Board of Trustees' Reports

VIII. Introductions of New Staff Members

IX. Chancellor's Report

X. Adoption of Resolutions Agenda

XI. Action on Resolutions Agenda Items

Finance (Pages 1-31)

B1 - Authorization to contract with The Corporation for Manufacturing Excellence as a marketing consultant for the San Francisco Bay Area garment industry
for the period November 24, 1997 through June 24, 1998, total not to exceed $24,000

B2 - Authorization to amend Resolution No. 970227-B9 to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the Chancellor's Office California Community Colleges for the Carl D. Perkins Vocational and Applied Technology Act of 1990 Special Projects, FY 1997-98 for the Title II-B: Step-Up, Preparing Women for the Trades, to increase funding by $22,009 to a total not to exceed $71,991

B3 - Authorization to (1) submit an application for funds and (2) appropriate funds receivable upon approval by the Private Industry Council of San Francisco (PIC) to conduct an Occupational Classroom Training Program under the provisions of the Job Training and Partnership Act to the period October 20, 1997 through May 31, 1998, for $37,500

B4 - Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by The Myrtle V. Fitschen Charitable Trust Fund for payment of fees related to naturalization at the City College - Mission Campus, for the period January 1, 1998 - December 31, 1998, in the amount not to exceed $5,450.

B5 - Authorization to enter into an agreement with the California Trade and Commerce Agency to provide continued funding in the amount of $150,000 for the San Francisco Small Business Development Center for the period January 1, 1998 to December 31, 1998.

B6 - PULLED

B7 - Authorization to extend contract with Angus Hamer Networking for special services to City College of San Francisco for the design and implementation of the College’s wide area network (WAN) for a period from January 1, 1998, through June 30, 1998 for a cost not to exceed $300,000.

B8 - Authorization to (1) submit an application for a grant and to (2) appropriate all funds receivable upon approval by the National Science Foundation to establish Bio-Link: A National Center for Advanced Technological Education in Biotechnology through the CCSF Biology, Chemistry and Engineering Departments for the period of August 1, 1998 to July 31, 2003, in the amount not to exceed $4,983,072.
B9 - Authorization to amend Resolution No. 970227-B15 increasing the total amount of the ED>Net grant received from the State Chancellor’s Office for the support of the Northern California Biotechnology Center for the period July 1, 1997 to June 30, 1998, from $150,000 to $180,000.

B10 - Authorization to contract to be completed on or before December 31, 1997 with Diseno, a certified Minority Business Enterprise (MBE) and Woman Business Enterprise (WBE) firm, for special services and advice to provide the District with architectural services, for the Project: Mission Campus Schematic Design, at a cost not to exceed $8,000,

B11 - Authorization to contract with Metropolitan, for data cabling project at 31 Gough Street and the Student Union, for a cost not to exceed $9,000

B12 - Authorization to contract with Oracle Corporation for maintenance and technical support of the College’s Oracle database software and ancillary Oracle products for the period December 1, 1997 through November 30, 1998, for a cost not to exceed $99,278

B13 - Authorization to contract with AVIA Travel to conduct a study abroad program in connection with an instructional program in China for approximately three weeks from June 6, 1998 through June 26, 1998

B14 - Authorization to conduct a study abroad program to Costa Rica, Fall 1998 in connection with a credit instructional program, and authorization to contract with Consortium for International Education (CIE) for travel and logistical program arrangements with costs to be borne by the students for the program, August 22, 1998 - November 21, 1998

B15 - Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the American Association of Community Colleges to establish an environmental restoration demonstration Area through the CCSF Biology and Horticulture Departments for the period of January 1, 1998 to August 31, 1998 in the amount not to exceed $9,997

B16 - Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended September 30, 1997

B17 - Authorization to contract with EIP Associates from November 1, 1997 through June 30, 1998 for consulting services related to the completion of environmental impact reports needed for CEQA compliance at a total cost not to exceed $100,000, with all such costs to be paid for with proceeds from the issuance of general obligation bonds
Equipment, Supplies & Services (Pages 32-38)

C1 - Procurement of equipment, supplies, services, etc., less than $3,000
C2 - Procurement of equipment, supplies, services, etc., $3,000 or more
C3 - Acceptance of Gifts

Human Resources (Pages 39-70)

F1 - Extending Appointment Interim Educational Academic College District
F2 - Academic Administrator Sabbatical Leave – Spring 1998 City College of San Francisco
F3 - Non-Educational Academic Administrator Appointment City College of San Francisco
G1-9 - Academic Employees, Credit Program, District Funded
H1-3 - Academic Employees, Credit Program, Categorically Funded
J1-3 - Academic Employees, Non-Credit Programs, Categorically Funded
K1-2 - Academic Employees, Non-Credit Programs, District Funded

Policies (pages 71-79)

P1 - Notice of intention to amend the San Francisco Community College District Policy Manual Section 1.01-Elections and Memberships, 1.02-Organizations of the Board, 1.03 - Officers-Duties, 1.04 - Committees, 1.05 - Meetings, and 1.06 - Time of adjourment

Informational Reports (pages 80-81) No Action Necessary

XII. Requests to Speak
XIII. Adjournment
Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: December 18, 1997
Downtown Campus
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-B1
Authorization to contract with The Corporation for Manufacturing Excellence as a marketing consultant for the San Francisco Bay Area garment industry for the period November 24, 1997 through June 24, 1998, total not to exceed $24,000

President and Members:
The growth of apparel manufacturing in the Bay Area is an objective of the Garment 2000 program of City College. Garment 2000 has already developed systems of technology which allow local manufacturers to be more competitive within the industry. To further implement these systems, the District wishes to contract with The Corporation of Manufacturing Excellence (manex) to provide local industry with marketing services. Manex has agreed to provide this support and will assist local apparel contractors to develop marketing plans. In addition, Manex will market San Francisco to apparel manufacturers nationwide as a desirable place to produce garments.

Funding for this contract is from a grant awarded by the Department of Labor to Garment 2000. No matching funds from the District are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to contract with The Corporation for Manufacturing Excellence as a marketing consultant for the San Francisco Bay Area garment industry for the period November 24, 1997 through June 24, 1998, total not to exceed $24,000

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis McGuire

11/20/97 - B1 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-B2
Authorization to amend Resolution No. 970227-B9 to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the Chancellor's Office California Community Colleges for the Carl D. Perkins Vocational and Applied Technology Act of 1990, Special Projects, FY 1997-98, for the Title II-B: Step-Up, Preparing Women for the Trades, to increase funding by $22,009 to a total not to exceed $71,991

President and Members:

On February 27, 1997 the Board of Trustees approved Resolution No. 970227-B9 to submit a renewal application to the Chancellor's Office, California Community Colleges (COCCC) to provide supplementary funds to the basic VATEA grant and to serve the "special populations," as defined by the legislation at City College. The amount of the original resolution included $49,982 for the Step-Up Program. The availability of carryover funds has allowed COCCC to augment the Step-Up project by $22,009.

Amended Federal Income:

| Chancellor's Office California Community Colleges Title II-B, Step-Up | $71,991 |

Amended Expenditures:

<table>
<thead>
<tr>
<th>Title II-B, Step-Up</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>$37,975</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>10,735</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>7,307</td>
</tr>
<tr>
<td>Supplies</td>
<td>6,980</td>
</tr>
<tr>
<td>Other Operating Expenses &amp; Services</td>
<td>1,500</td>
</tr>
<tr>
<td>Other outgo</td>
<td>4,725</td>
</tr>
<tr>
<td>Indirect Costs</td>
<td>2,769</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$71,991</strong></td>
</tr>
</tbody>
</table>

No matching funds from the District are required.
The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to amend Resolution No. 970227-B9 to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by the Chancellor's Office California Community Colleges for the Carl D. Perkins Vocational and Applied Technology Act of 1990, Special Projects, FY 1997-98, for the Title II-B: Step-Up, Preparing Women for the Trades, to increase funding by $22,009 to a total not to exceed $71,991.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis G. McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-B3
Authorization to (1) submit an application for funds and (2) appropriate funds receivable upon approval by the Private Industry Council of San Francisco (PIC) to conduct an occupational classroom training program under the provisions of the Job Training and Partnership Act for the period October 20, 1997 through May 31, 1998, for $37,500

President and Members:

Since FY 1983-84, the Private Industry Council of San Francisco (PIC) has funded job preparation programs at the John Adams Campus, which include participant recruitment and selection, testing, employment counseling, classroom training, support services, and job placement. For the period of October 20, 1997, through May 31, 1998, the District has submitted a proposal to fund an occupational classroom training program for English-speaking laid-off workers in the areas of microcomputer business applications and computerized accounting and computer-based office technology, under JTPA subpart funds as follows: Title III Economic Dislocation Workers Adjustment Assistance (EDWAA) $37,500.

The PIC subcontract will be from October 20, 1997, through May 31, 1998, totaling $37,500.

No District matching funds are required.

Federal Income from Local Sources:

Private Industry Council of San Francisco
Job Training and Partnership Act
(Title III EDWAA)
Allocation $37,500

Expenditures:

Academic Salaries 27,264
Employee Benefits 4,060
Supplies and Materials 3,398
Indirect Cost (for CCSF) 2,778
Total 37,500

11/20/97 - B3 page 1
The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to (1) submit an application for funds and (2) appropriate funds receivable upon approval by the Private Industry Council of San Francisco (PIC) to conduct an occupational classroom training program under the provisions of the Job Training and Partnership Act for the period October 20, 1997 through May 31, 1998, for $37,500

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.971120-B4
Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by The Myrtle V. Fitschen Charitable Trust Fund for payment of fees related to naturalization at the City College - Mission Campus, for the period January 1, 1998-December 31, 1998, in the amount not to exceed $5,450

President and Members:

The goal of this project is to help elderly residents of San Francisco in danger of losing SSI benefits to apply to become citizens of the United States. This grant will provide funds for naturalization and fingerprint fees for those who cannot afford those fees. This project will enhance services provided by the CCSF-Mission Campus to its current students, alumni and community members who meet the age and SSI eligibility requirements.

This project is to be administered by the Campus Dean of the Mission Campus, who will submit to The Myrtle V. Fitschen Charitable Trust Fund a mid-grant report by the end of June 1998, which will consist of a brief narrative outlining the activities that will have taken place, a financial accounting of all funds, and a copy of N-400 naturalization forms submitted with Fitschen funds. The Trust further requires a final report 60 days after the end of the grant, which will also consist of a brief narrative report describing the activities of the grant, a financial accounting of all Fitschen funds, and copies of N-400 naturalization forms submitted with Fitschen funds.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, the Chief Operating Office and/or their designees, are hereby authorized to (1) submit an application for a grant and (2) appropriate all funds upon approval by The Myrtle V. Fitschen Charitable Trust Fund for payment of fees related to naturalization at the City College - Mission Campus, for the period January 1, 1998-December 31, 1998, in the amount not to exceed $5,450
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Carlota del Portillo
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 971120-B5  
Authorization to enter into an agreement with the California Trade and Commerce Agency to provide continued funding in the amount of $150,000 for the San Francisco Small Business Development Center for the period January 1, 1998 to December 31, 1998.

President and Members:

On January 27, 1995, the Board of Trustees authorized the submission of an application and appropriation of all funds receivable upon approval by the California Trade and Commerce Agency to establish a Small Business Development Center (SBDC). The grant application was approved in April 1995, and the formal contract was signed on August 1, 1995. To date, the SBDC has operated continuously under contracts approved by the Board of Trustees.

The California Trade and Commerce Agency has tendered a new contract, C97-0105, to provide continued funding for the SBDC in the amount of $150,000 for the period January 1, 1998 to December 31, 1998. City College of San Francisco will continue to be the fiscal agent for this grant. The 1998 program budget requires $22,500 of cash match. The SBDC will raise the required cash match through cooperative agreements and donations from financial institutions, public utilities, private industry, chambers of commerce, business associations, charitable foundations, local governments, and other non-federal sources. Cash match will not be provided by the City College of San Francisco General Fund. During 1996, and again during 1997, the SBDC raised more than $30,000 of cash match from local sponsors and expects to be able to raise more in 1998.

The following is a breakdown of the 1998 program budget:

<table>
<thead>
<tr>
<th></th>
<th>SBA</th>
<th>Cash Match</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>96,775</td>
<td>18,600</td>
<td>115,375</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>16,462</td>
<td>0</td>
<td>16,462</td>
</tr>
<tr>
<td>Travel</td>
<td>600</td>
<td>0</td>
<td>600</td>
</tr>
<tr>
<td>Equipment</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Supplies</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Contractual</td>
<td>0</td>
<td>3,900</td>
<td>3,900</td>
</tr>
<tr>
<td>Consultants</td>
<td>0</td>
<td>3,900</td>
<td>3,900</td>
</tr>
<tr>
<td>Facilities Rent</td>
<td>30,000</td>
<td>0</td>
<td>30,000</td>
</tr>
<tr>
<td>Other</td>
<td>394</td>
<td>0</td>
<td>394</td>
</tr>
<tr>
<td>Indirect Costs</td>
<td>5,769</td>
<td>0</td>
<td>5,769</td>
</tr>
<tr>
<td>Total</td>
<td>150,000</td>
<td>22,500</td>
<td>172,500</td>
</tr>
</tbody>
</table>
The SBDC has been performing its duties and responsibilities to provide counseling and training to small business owners under the terms of its current contract.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to enter into an agreement with the California Trade and Commerce Agency to accept and appropriate continued funding in the amount of $150,000 for the San Francisco Small Business Development Center for the period January 1, 1998 to December 31, 1998.

Further BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson  
Chancellor

Originator: Steven Glick
Subject: Resolution No. 971120-B6
Authorization to award contract to be completed on or before June 30, 1998 to ____________, the lowest responsible bidder for temporary facilities for the Project: Temporary Facilities, located at the Phelan Campus, for a cost not to exceed $300,000

President and Members:

The District received several qualified bid proposals from temporary-building installation companies, including Minority Business Enterprise firms and the District wishes to contract with the lowest responsible bidder, ___________ for the project: Temporary Facilities, located at the Phelan Campus, between the North and South Gymnasiums. These temporary facilities provide classrooms and offices for students being displaced during the various Health & Safety and Renovation Bond Projects.

This project is funded by the General Obligation Bond.

The following resolution is recommended for adoption:

RESOLVED: That authorization be given to award a contract, to be completed on or before June 30, 1998, to ____________, the lowest responsible bidder for temporary facilities for the Project: Temporary Facilities, located at the Phelan Campus, for a cost not to exceed $300,000

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-B7
Authorization to extend contract with Angus Hamer Networking for special services to City College of San Francisco for the design and implementation of the College’s wide area network (WAN) for a period from January 1, 1998, through June 30, 1998 for a cost not to exceed $300,000.

President and Members:

By Resolution No. 961024-B6, the Board of Trustees authorized a contract with Angus Hamer Networking to begin the planning and implementation process for the overhauling of the College’s computer network infrastructure to move from the old Bull mainframe environment to the new client-server distributed environment. The goal is to provide the College with the networking infrastructure to allow users throughout the College access to Banner information as well as to access the Internet.

By resolution No 970626-B20, the Board extended the contract with Angus Hamer Networking to continue the work that was begun in the first contract. During the period covered under the current contract, Angus Hamer Networking planned and implemented the recabling of a number of computer laboratories in the District, in Cloud Hall, Downtown Campus, John Adams Campus as well as offices for Gough Street, and Conlan Hall. By the end of the current contract, the recabling for the computer labs in Batmale Hall will be completed. In addition, Angus Hamer Networking redesigned the computer network within the Batmale Hall computer operations room, implemented a firewall for network security, implemented a network monitoring and management system, designed the voice and data infrastructure for the Cloud Hall remodeling project, completed the Phelan Campus conduit-proofing project, began planning for the major networking projects which include the Phelan Campus fiber backbone, fiber network infrastructure for Batmale Hall and Downtown Campus, building infrastructure for Science Hall. The services of Angus Hamer Networking will be needed to continue work on these networking projects, including the inventory and redesign of the infrastructure to supply the telephone services for Phelan Campus.

The cost for this contract will be charged against the proceeds from the sale of the General Obligation Bonds for Telecommunications.

The following resolution is recommended for adoption:
RESOLVED: That authorization be given to extend contract with Angus Hamer Networking for special services to City College of San Francisco for the design and implementation of the College’s wide area network (WAN) for a period from January 1, 1998, through June 30, 1998 for a cost not to exceed $300,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mamie How
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No: 971120-B8 
Authorization to (1) submit an application 
for a grant and to (2) appropriate all funds receivable upon 
approval by the National Science Foundation to establish 
Bio-Link: A National Center for Advanced Technological 
Education in Biotechnology through the CCSF Biology, 
Chemistry and Engineering Departments for the period of 
August 1, 1998 to July 31, 2003, in the amount not to exceed 
$4,983,072

President and Members:

Bio-Link will create a structure to enhance and expand biotechnology technician 
programs throughout the nation. The National Center, staffed by CCSF, will work with 
seven regional centers to develop and test new curriculum, implement new programs, 
identify methods for recruiting and retaining underrepresented minorities, create student 
assessment tools, link to high schools and baccalaureate institutions, strengthen basic 
math, science, and critical thinking skills for students, and increase work-based learning 
opportunities for students all in the field of biotechnology technician education.

There is no additional space required. City College of San Francisco will provide 
$200,375 as in-kind match and $8,100 in cash contribution or new equipment. The 
cash or new equipment requirement must be met by the end of the project in 2003. City 
College of San Francisco is the fiscal agent.

CCSF has the following partners in the project: UCSF (which will house the 
project), New Hampshire Community Technical College, University of Maryland, 
Madison Area Technical College, Austin Community College, Seattle Central 
Community College, and San Diego City College.

Expenditures
Academic and Classified Salaries $ 847,502
Employee Benefits $ 90,587
Supplies/Materials $ 23,050
Other Operating Expenses $ 921,754
Capital Outlay $ 13,100
Total Indirect Cost $ 379,199
Total CCSF Expenditures $2,275,192
Total passthrough o other project partners $2,707,880
Grand Total not to exceed $4,983,072

11/20/97 - B8 page 1
Additional In-Kind Expenditure

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrators Salaries</td>
<td>$127,875</td>
</tr>
<tr>
<td>Academic and Classified Salaries</td>
<td>$47,500</td>
</tr>
<tr>
<td>Equipment</td>
<td>$25,000</td>
</tr>
<tr>
<td>Total In-Kind not to exceed</td>
<td>$200,375</td>
</tr>
</tbody>
</table>

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to submit an application for a grant and to (2) appropriate all funds receivable upon approval by the National Science Foundation to establish Bio-Link: A National Center for Advanced Technological Education in Biotechnology through the CCSF Biology, Chemistry and Engineering Departments for the period of August 1, 1998 to July 31, 2003, in the amount not to exceed $4,983,072

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-B9
Authorization to amend Resolution No. 970227-B15, increasing the total amount of the ED>Net grant received from the State Chancellor’s Office for the support of the Northern California Biotechnology Center for the period July 1, 1997 to June 30, 1998, from $150,000 to $180,000.

President and Members:

In 1996, a coalition of faculty and administrators from six Bay Area community colleges in six different counties applied for and received an ED>Net grant from the Office of the Chancellor of the California Community Colleges for the purpose of establishing a Northern California Biotechnology Center at City College of San Francisco. Now in its second year, the Center focuses on marketing students, faculty, programs and colleges to the industry and coordinating faculty interaction with industry through workshops. The Center works with biotechnology companies, four-year educational institutions and national laboratories to develop jobs, internships and cooperative education placements. It disseminates information about biotechnology resources and curriculum to colleges and industry on a World Wide Web page. The Center facilitates faculty attendance at workshops with industry personnel and has produced a guide on starting a biotechnology program.

As indicated in Resolution No. 970227-B15, the original grant (our number 123401) and its second year renewal (our number 123402) were awarded in the amount of $150,000. This is allocated to the following categories:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic salaries</td>
<td>$ 15,664</td>
</tr>
<tr>
<td>Classified salaries</td>
<td>$ 18,140</td>
</tr>
<tr>
<td>Fringe benefits</td>
<td>$ 4,634</td>
</tr>
<tr>
<td>Supplies/materials</td>
<td>$ 5,000</td>
</tr>
<tr>
<td>Conferences, consultation and other operating expenses</td>
<td>$ 66,250</td>
</tr>
<tr>
<td>Equipment</td>
<td>$ 4,675</td>
</tr>
<tr>
<td>Subcontracts to other colleges</td>
<td>$ 30,000</td>
</tr>
<tr>
<td>CCSF administrative cost</td>
<td>$ 5,637</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$150,000</strong></td>
</tr>
</tbody>
</table>

We were recently informed by the State Chancellor’s Office that our grant would be increased by legislative action by the amount of $30,000 without further application on our part. This additional money will be added to the budget as follows:
Supplies/materials      add   $ 5,000
Conferences, etc.     add   $10,000
Equipment              add   $ 3,800
Subcontracts to other colleges  add   $10,000
CCSF administrative cost   add   $ 1,200

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their
designees, are hereby authorized to amend Resolution 970227-B15 by
increasing the total from $150,000 to the total not to exceed $180,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating
Officer and/or their designees are hereby authorized to execute any and
all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Manlove
Subject: Resolution No. 971120-B10

Authorization to contract to be completed on or before December 31, 1997 with Diseno, a certified Minority Business Enterprise (MBE) and Woman Business Enterprise (WBE) firm, for special services and advice to provide the District with architectural services, for the Project: Mission Campus Schematic Design, at a cost not to exceed $8,000.

President and Members:

The District wishes to contract with Diseno, a certified MBE and WBE firm, to provide schematic design services, for the Project: Mission Campus Schematic Design. The scope of work will include: schematic design services, floor plans and exterior elevations, for a new Mission Campus building to be located at 2550 Mission Street, San Francisco. Plans depicting building volumes are necessary to complete the California environmental Quality Act (CEQA) compliance requirements which will allow the San Francisco City to go forward with Bond sales to purchase the property.

The total cost of this Contract is $8,000 and is funded by the General Obligation Bond.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to contract, to be completed on or before December 31, 1997 with Diseno, a certified Minority Business Enterprise (MBE) and Woman Business Enterprise (WBE) firm, for special services and advice to provide the District with architectural services, for the Project: Mission Campus Schematic Design, at a cost not to exceed $8,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-B11
Authorization to contract with Metropolitan, for data cabling project at 31 Gough Street and the Student Union, for a cost not to exceed $9,000

President and Members:

By Resolution No. 970731-B19, the Board of Trustees authorized the award of a contract to Metropolitan for the portion of the Data Communications Cabling CB97ITS06 project located at Cloud Hall and Gough Street at a cost not to exceed $40,000. To date both Cloud Hall and the Gough Street portion of the project have been completed satisfactorily. Since the completion of the Gough Street cabling, two requests have been made for additional cabling which were not part of the original cabling plans. The additional cabling would benefit the instructional programs housed in 31 Gough Street: the Teachers Resource Center and the Adult Learning Center require data cabling be added to their existing offices, Library and computer lab. In addition, the Associated Students have requested that data cabling be extended to the offices in the Student Union. The cost for the work in the Student Union will not exceed $800. The total cost for the additional cabling and ancillary infrastructure modifications at Gough Street and in the Student Union is not to exceed $9,000.

The cost for the additional work at Gough Street as well as in the Student Union will be paid for with the proceeds from the sale of General Obligation Bonds.

The following resolution is recommended for adoption:

RESOLVED: That authorization be given to award a contract to Metropolitan, for data cabling project at 31 Gough Street and the Student Union, for a cost not to exceed $9,000

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mamie How
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-B12
Authorization to contract with Oracle Corporation for maintenance and technical support of the College’s Oracle database software and ancillary Oracle products for the period December 1, 1997 through November 30, 1998, for a cost not to exceed $99,278

President and Members:

By Resolution No. 921119-B18, the Board of Trustees authorized the award of a contract to Oracle Corporation to procure licensing for database software for administrative and instructional use. This contract included an agreement for a five year maintenance and technical support contract. This maintenance and technical support contract expires on November 30, 1997. The SCT Banner software used for the College’s administrative information system is built on an Oracle relational database. To continue running the SCT Banner software, the maintenance and technical support contract for the Oracle database must be renewed.

Per Education Code requirements for the procurement of maintenance and technical support contracts, the College conducted an open bid process which resulted in only one bid being submitted, by Oracle Corporation for one year of annual maintenance for $99,278, for the period from December 1, 1997 through November 30, 1998

The cost for this contract will be covered in the ITS operational budget, as payment of this contract will not be due until 11/10/98. Payment for Oracle maintenance and technical support from 12/01/96 through 11/30/97 is covered in the current ITS Department’s operational budget.

The following resolution is recommended for adoption:

RESOLVED: That authorization be given to award contract with Oracle Corporation for maintenance and technical support of the College’s Oracle database software and ancillary Oracle products for the period December 1, 1997 through November 30, 1998, for a cost not to exceed $99,278

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mamie How
11/20/97 - B12 page 1
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 971120-B13
Authorization to contract with AVIA Travel to conduct a study abroad program in connection with an instructional program in China for approximately three weeks from June 6, 1998 through June 26, 1998

President and Members:

On July 31, 1997, the Board of Trustees adopted a resolution authorizing an instructional Study Abroad program, Summer 1998, to China. The program will be offered for credit and the costs will be borne by the students. The district shall expend no funds for transportation, housing, meals or incidentals.

On August 25, 1997 a Request For Proposal, City College of San Francisco International Education Programs, "Summer In China, (19 Day Excursion: June - July, 1998)" was mailed to 8 agencies which provide travel services. The closing date for receipt of proposals was October 6, 1997. Four proposals were received. These proposals are based on the cost of activities, housing, three meals a day, international airfare, ground and air transportation within China, and student medical insurance for 15 to 19 students. The proposals are as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Total Cost/(Days)</th>
<th>Cost/Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVIA Travel</td>
<td>$2,560/21 days</td>
<td>$121.90</td>
</tr>
<tr>
<td>China Focus</td>
<td>$2,285/19 days</td>
<td>$120.27</td>
</tr>
<tr>
<td>China Travel Services</td>
<td>$2,418/18 days</td>
<td>$134.33</td>
</tr>
<tr>
<td>Geographic Travel</td>
<td>$3,238/19 days</td>
<td>$170.43</td>
</tr>
</tbody>
</table>

Of the proposals received, based upon a comparison of cost, value, and activities, the criteria of our requirements, and the price and policies of the travel agencies, a contract with the firm AVIA Travel is recommended to provide the necessary travel and logistical support arrangements for "Summer In China, 1998" program.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District contract with AVIA Travel to conduct a study abroad program in connection with an instructional program in China for approximately three weeks from June 6, 1998 through June 26, 1998

FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the San Francisco Community College District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson, Chancellor
Originator: Joanne Low

11/20/97 - B13 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-B14
Authorization to conduct a study abroad program to Costa Rica, Fall 1998 in connection with a credit instructional program, and authorization to contract with Consortium for International Education (CIE) for travel and logistical program arrangements with costs to be borne by the students for the program, August 22, 1998 - November 21, 1998.

President and Members:

City College of San Francisco proposes to renew its credit Spanish language, biology and political science program to Costa Rica August 22, 1998 - November 21, 1998. Costs will be borne by the participants.

On April 25, 1996, the Board of Trustees gave approval to conduct a City College of San Francisco study abroad program to Costa Rica from February 6, 1997 - May 1, 1997. On January 23, 1997, approval was given to change the dates to August 23, 1997 - November 22, 1997.

On November 25, 1996, a Request for Proposal, City College of San Francisco International Education Program, "Semester in Costa Rica, 1997" was mailed to 10 agencies which provide travel services. The closing date for receipt of proposals was Wednesday, December 31, 1996. One proposal was received from Consortium for International Education (CIE). The proposal was as follows:

<table>
<thead>
<tr>
<th>CIE</th>
<th>(15/20 Students)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation round-trip:</td>
<td>$ 624/624</td>
</tr>
<tr>
<td>SFO/Costa Rica/SFO</td>
<td></td>
</tr>
<tr>
<td>Land package including activity fees, homestays, meals as specified, and classroom rental.</td>
<td>$ 4,275/4,225</td>
</tr>
<tr>
<td>Insurance</td>
<td>$ 100/100</td>
</tr>
<tr>
<td><strong>TOTAL COST:</strong></td>
<td><strong>$ 4,999/4,949</strong></td>
</tr>
</tbody>
</table>
CIE is successfully providing us with services for the current semester (Fall, 1997). The college wishes to renew its contract with CIE for the Fall of 1998. Their proposed costs are as follows:

<table>
<thead>
<tr>
<th>Cost Per Student*</th>
<th>(15/20 Students)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation round-trip:</td>
<td>$480/480</td>
</tr>
<tr>
<td>SFO/Costa Rica/SFO</td>
<td></td>
</tr>
<tr>
<td>Land package including activity fees, homestays, meals as specified, and classroom rental</td>
<td>$4,219/4,219</td>
</tr>
<tr>
<td>Insurance</td>
<td>$100/100</td>
</tr>
<tr>
<td><strong>TOTAL COST:</strong></td>
<td><strong>$4,799/4,799</strong></td>
</tr>
</tbody>
</table>

*Includes air/land packages, insurance and student ID.

The land package for 20 students includes one additional cultural excursion.

CIE is covered by a $5,000,000 policy issued by Scolnick Insurance, providing coverage for bodily injury, personal injury, property damage and professional errors and omissions.

Based on the criteria of our requirements and their price, policies and past performance, we are now requesting to renew the contract with the firm of Consortium for International Education (CIE), to provide the necessary travel and logistical support arrangements for a “Semester in Costa Rica, 1998” program.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District is hereby authorized to conduct a study abroad program to Costa Rica, Fall 1998 in connection with a credit program, and authorization to contract with Consortium for International Education (CIE) for travel and logistical program arrangements with the costs to be borne by the students for the program, August 22, 1998 - November 21, 1998;
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originators: Joanne Low
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No: 971120-B15  
Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the American Association of Community Colleges to establish an environmental restoration demonstration area through the CCSF Biology and Horticulture Departments for the period of January 1, 1998 to August 31, 1998 in the amount not to exceed $9,997  

President and Members:  

City College wishes to begin a demonstration restoration area on the campus where students can be trained to undertake environmental restoration projects. By participating in service-learning, students will restore the slope on the north side of campus through soils analysis, seed collection, and revegetation. This will be used as a training mechanism and a recruitment tool to get instructors and students involved with restoration projects around the city.  

There is no additional space required. City College of San Francisco will provide $9,550 as in-kind match. The college also will need to provide some garden supplies. City College of San Francisco is the fiscal agent.  

CCSF has the following partners in the project: Port of San Francisco, Golden Gate National Recreation Area, Recreation and Park Department, San Francisco League of Urban Gardeners, and Woodward-Clyde Co.  

Expenditure  

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>$3,938</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>$79</td>
</tr>
<tr>
<td>Supplies/Materials</td>
<td>$5,500</td>
</tr>
<tr>
<td>Indirect Cost</td>
<td>$480</td>
</tr>
<tr>
<td>Total not to exceed</td>
<td>$9,997</td>
</tr>
</tbody>
</table>

Additional In-Kind Expenditure  

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic and Classified Salaries</td>
<td>$6,000</td>
</tr>
<tr>
<td>Travel</td>
<td>$2,300</td>
</tr>
<tr>
<td>Administrative Cost</td>
<td>$500</td>
</tr>
<tr>
<td>Dissemination (mailing)</td>
<td>$750</td>
</tr>
<tr>
<td>Total In-Kind not to exceed</td>
<td>$9,550</td>
</tr>
</tbody>
</table>
The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to submit an application for a grant and (2) appropriate all funds upon approval by the American Association of Community Colleges to establish an environmental restoration demonstration area through the CCSF Biology and Horticulture Departments for the period of January 1, 1998 to August 31, 1998 in the amount not to exceed $9,997

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-B16
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended September 30, 1997.

President and Members:

Title 5 of the California Code of Regulations, Section 58310 requires California Community College Districts to report quarterly on their financial condition. Starting with the quarter ending September 30, 1987 and each quarter thereafter, Districts are required to provide to the State Chancellor's Office the completed form CCFS311Q and a copy of the quarterly financial report.

In order to meet the requirements of Title 5 of the California Code of Regulations, Section 58310 the following resolution is recommended for adoption.

RESOLVED: That pursuant to Title 5 of the California Code of Regulations, Section 58310, the Quarterly Financial Status Report for the quarter ended September 30, 1997 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-B17
Authorization to contract with EIP Associates from November 1, 1997 through June 30, 1998 for consulting services related to the completion of environmental impact reports needed for CEQA compliance at a total cost not to exceed $100,000, with all such costs to be paid for with proceeds from the issuance of general obligation bonds

President and Members:

On June 3, 1997 San Francisco voters passed a ballot measure for a general obligation bond issue for both the San Francisco Community College District and the San Francisco Unified School District. City policy requires that bonds cannot be sold until the District can demonstrate that it is in compliance with the California Environmental Quality Assurance Act (CEQA) for each of the proposed projects. The College now requires the special services and advice of a firm that can assist the College in its efforts to complete the environmental impact reports that are needed for CEQA compliance. This is particularly critical for the College in its efforts to acquire permanent sites for campuses for the Mission and Chinatown/North Beach neighborhoods. The Chief Operating Officer is recommending the firm of EIP Associates to fill this need. This recommendation is in compliance with Government Code Section 53060.

The following resolution is recommended for adoption:

RESOLVED: That the San Francisco Community College District contract with EIP Associates from November 1, 1997 through June 30, 1998 for services related to the completion of environmental impact reports needed for CEQA compliance at a total cost not to exceed $100,000, with all such costs to be paid for with proceeds from the issuance of general obligation bonds
FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:
Del M. Anderson
Chancellor

Originator:

Peter Goldstein
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 971120-C1  
Procurement of equipment, supplies, services, etc., less than $3,000  

President and Members:  

Listed below are encumbrances for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the conduct of the schools, and therefore are recommended for approval of the Board of Trustees. It is certified that the items listed below are in accord with the Board of Trustees policy and that funds are available to cover payment.  

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $428,396.82 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:  

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Payments</td>
<td>$155,780.49</td>
</tr>
<tr>
<td>Purchase Orders</td>
<td>$224,338.46</td>
</tr>
<tr>
<td>Travel/Mileage</td>
<td>$48,277.87</td>
</tr>
<tr>
<td><strong>GRAND TOTAL:</strong></td>
<td><strong>$428,396.82</strong></td>
</tr>
</tbody>
</table>

Recommended for adoption:  

Del M. Anderson  
Chancellor  

Originator: James Kendrix  

11/20/97 - C1 page 1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971030-C2
Procurment of equipment, supplies, services, etc., more than $3,000

President and Members:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the conduct of the schools, and therefore are recommended for approval of the Board of Trustees. It is certified that the items listed below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in the attached Exhibit “A”.

GRAND TOTAL: $3,051,922.00

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120-C3
Acceptance of Gifts

1) Computerized Paint Mixer with Software
2) Sixty Seven Pairs of Coveralls

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash, (4) securities, (5) precious stones, (6) precious metals, and (7) goods other than (1) to (6) above, with a market value exceeding $1,500 be accepted by the SFCCD by a governing board resolution.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

The following resolution is recommended for adoption:

WHEREAS: the SFCCD has been tendered the following as gifts:

1. Description: Computerized Paint Mixer and Software
   Donor: Thompson PBE
   Beneficiary: Automotive & Trade Skills Department
   Market Value Declared by Donor: $12,500.00

2. Description: Coveralls - 67 pairs
   Donor: Bruce Silcox & Staff
   Beneficiary: Automotive & Trade Skills Department
   Market Value Declared by Donor: $2,000.00
3. Description: $5,000.00

Donor: Paul Newman

Beneficiary: Theatre Arts Department

Market Value Declared by Donor: $5,000.00

WHEREAS: Frances Lee, Provost declares that these gifts will enhance the instructional program of the San Francisco Community College District for and in the name of the San Francisco Community College District.

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described above, the Secretary of the Governing Board is directed to notify the donor of the acceptance of the gifts by the governing board.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120 - F1
Extending Appointment
Interim Educational Academic
Administrator San Francisco Community
College District

President and Members of the Board of Trustees:

Resolution No. 971120 - F1 extends an interim educational academic administrative appointment for Interim Dean of Counseling Services (Office of the Provost). Board of Trustees approval is required.

RESOLVED: That effective January 2, 1998 to June 30, 1998, or until a permanent dean is hired, whichever occurs first, Nicholar Chang’s appointment as Interim Dean of Counseling Services (Office of the Provost) be extended. Salary shall be in accordance with the 1997-98 Management Salary Schedule, Classification C, Dean II/Director.

Recommended for Adoption

Del M. Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120 - F2
Academic Administrator
Sabbatical Leave – Spring 1998
City College of San Francisco

President and Members:

Resolution No. 971120 - F2 covers an academic administrator’s (VESTER FLANAGAN) request for a Sabbatical Leave (one semester) from the District during a portion of the 1997-98 fiscal year. Board of Trustees’ approval is required.

RESOLVED: That effective January 2, 1998 through June 16, 1998, VESTER FLANAGAN, be placed on Sabbatical Leave from his 1997-98 administrative position as Director, Buildings and Grounds. This leave is pursuant to the provisions of the San Francisco Community College District Policy Manual 3.17.L - Sabbatical Leave.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971120 - F3
          Non-Educational Academic Administrator
          Appointment
          City College of San Francisco

President and Members:

Resolution No. 971120 - F3 covers the appointment of a non-educational academic administrative appointment, Associate Director of Affirmative Action (Office of the Chief Operating Officer).

The following resolution is recommended for adoption:

RESOLVED: That effective November 22, 1997, Linda Jackson be appointed Associate Director of Affirmative Action (Office of the Chief Operating Officer), City College of San Francisco. Salary shall be in accordance with the 1997-98 Management Salary Schedule, Classification B, Dean I/Associate Director.

Recommended for Adoption:

Del M. Anderson
Chancellor
FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on Contracts under $30,000, Office of
Contract Education, City College of San
Francisco, October 1997.

This report is for information only on contracts that the Office of Contract
Education negotiated or amended under $30,000 for the month of October 1997.

Federal Reserve Bank #12 contract total $7,575 - term September
1, 1997 through March 31, 1998 for a Visual Basic 5.0 credit course for the
Federal Reserve Bank employees.

Sheraton Palace Hotel - contract total $7,200 - term October 1,
1997 through December 31, 1997 - for a Computer Training Program.

San Francisco Public Library - contract total $6,840 - term
September 1, 1997 through December 30, 1997 for Computer Training
Program and Overview of Business Computers.

Department of Human Services - contract total $3,225 - term
October 06, 1997 through December 30, 1997 for a Customer Service
Training.

San Francisco General Hospital - contract total $5,900 - term
October 1, 1997 through January 01, 1998 for a Head Nurse-Labor
Management Training Program.

Department of Veterans Affairs - contract total $6,715 - term July
23, 1997 through July 31, 1998 for Team Building, Financial Planning,
Retirement and How to Organize Training.
President and Members:

The following academic employees have been granted sabbatical leaves for Spring 1998 under the SFCCD/AFT Local 2121 Contract as indicated:

### 1 SEMESTER SP ’98

<table>
<thead>
<tr>
<th>APPLICANT</th>
<th>DEPT.</th>
<th>PURPOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bodet, Marie Angela</td>
<td>ESL</td>
<td>Study</td>
</tr>
<tr>
<td>Calvello, Michael</td>
<td>English</td>
<td>Research</td>
</tr>
<tr>
<td>Chang, Yvonne</td>
<td>ESL</td>
<td>Research</td>
</tr>
<tr>
<td>Gorham, Peggy</td>
<td>Music</td>
<td>Research</td>
</tr>
<tr>
<td>McAllister, Keith</td>
<td>Math</td>
<td>Research</td>
</tr>
<tr>
<td>Romijn, Elizabeth</td>
<td>ESL</td>
<td>Research</td>
</tr>
</tbody>
</table>

**SUBTOTAL 1 SEMESTER:** 6

### SPLIT 1ST HALF SP ’98

<table>
<thead>
<tr>
<th>APPLICANT</th>
<th>DEPT.</th>
<th>PURPOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cate, Donald T.</td>
<td>Th. Arts</td>
<td>Research</td>
</tr>
<tr>
<td>Francisco, Christine</td>
<td>ESL</td>
<td>Research</td>
</tr>
<tr>
<td>Gibson, Kirk L.</td>
<td>CIS</td>
<td>Research</td>
</tr>
<tr>
<td>Gonzalez, Ronald</td>
<td>Architect.</td>
<td>Research</td>
</tr>
<tr>
<td>Hansen, Frederick</td>
<td>Auto</td>
<td>Study</td>
</tr>
<tr>
<td>Harris, Julie</td>
<td>Counseling</td>
<td>Study</td>
</tr>
<tr>
<td>Rosen, Ed</td>
<td>ESL</td>
<td>Study</td>
</tr>
<tr>
<td>Ryder, Margaret E.</td>
<td>ESL</td>
<td>Research</td>
</tr>
</tbody>
</table>

**SUBTOTAL SPLIT 1ST HALF:** 8
### 1 YEAR CONTINUED IN SP ’98

<table>
<thead>
<tr>
<th>APPLICANT</th>
<th>DEPT.</th>
<th>PURPOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wall, Jesse D.</td>
<td>Physics</td>
<td>Research</td>
</tr>
<tr>
<td>Wilde, John W.</td>
<td>DSPS</td>
<td>Study</td>
</tr>
</tbody>
</table>

**SUBTOTAL 1 YEAR CONT’D: 2**

### SPLITS 2ND HALF CONTINUING IN SP ’98

<table>
<thead>
<tr>
<th>APPLICANT</th>
<th>DEPT.</th>
<th>PURPOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crizer, Kenneth</td>
<td>Engineer.</td>
<td>Travel</td>
</tr>
<tr>
<td>Lee, Theodore</td>
<td>Math</td>
<td>Research</td>
</tr>
<tr>
<td>McGreevy, Abigail</td>
<td>Voc.Nurs.</td>
<td>Travel</td>
</tr>
<tr>
<td>Milan, Deanne</td>
<td>English</td>
<td>Research</td>
</tr>
<tr>
<td>Rappleyea, Annette</td>
<td>Physics</td>
<td>Research</td>
</tr>
<tr>
<td>Redick, Mary F.</td>
<td>Beh Sci</td>
<td>Research</td>
</tr>
<tr>
<td>Shapiro, Anne G.</td>
<td>ESL</td>
<td>Research</td>
</tr>
</tbody>
</table>

**SUBTOTAL SPLITS 2ND HALF: 7**

**TOTAL SABBATICALS SP ’98: 23**

Originated by:

Clara Starr  
Director, Human Resources
I. Roll Call

II. Pledge of Allegiance

III. Approval of minutes
   A) Minutes to July 31, 1997 Regular Meeting

IV. Special Presentation
   A) Mission Campus Schematic Programming Presentation - Chuck Jackson and the firm of Diseno.

V. Report from Academic Senate

VI. Report from Associated Students Council

VII. Report from Classified Senate

VIII. Board of Trustees' Reports

IX. Introductions of New Staff Members

X. Chancellor's Report

XI. Adoption of Resolutions Agenda
B1 - Amending Resolution 970327-B11--which authorized the submission of an application and the appropriation of all funds upon approval by the Mayor’s Office of Community Development/Mission Armory Foundation, Economic Development Strategy Funds to develop the CCSF/Bay Area Coalition Multimedia Training Program for the Mission District-- to change the time period from July 1997 to June 1998, to July 1997 to June 1999, to change the amount not to exceed from $572,522 to $150,000 and to acknowledge Mission Hiring Hall as the fiscal agent.

B2 - Authorization to contract with Stevens & Associates, a certified Minority Business Enterprise (MBE) firm, for special services and advice to provide the District with architectural services, for the Project: Temporary Facilities - Phelan Campus, at a cost not to exceed $30,000 for the period September 19, 1997 to June 30, 1997.

B3 - Adoption of a summation of the District’s proposed Capital Outlay Construction Projects for submission to the State Chancellor’s Office for review and approval for funding.

B4 - Establishing the appropriations limit for 1997-98 pursuant to Government Code Section 7910 at $119,378,144.

B5 - Authorization to amend Resolution No. 970522-B27, Adoption of Recommended Final Budget 1997-98 by 1) Increasing the General Fund Unrestricted estimated revenues from $116,903,262 to $117,072,180, 2) Reappropriating $2.1 million in General Fund Unrestricted Operating Funds (Exhibit A) in order for estimated expenditures to equal estimated revenues for corrections and omissions.

B6 - Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended June 30, 1997.

B7 - Authorization to appropriate funds receivable from the California State Community Colleges Chancellor's Office to implement the Americorps Program, "Building Individual and Community Self-Sufficiency Through Service" to assist Temporary Assistance for Needy Families (TANF) now referred to as California Work Opportunities and Responsibility to Kids (Cal-Works) recipients enrolled in City College of San Francisco for the period September 1, 1997 through October 15, 1998 in the amount of $93,200.
B8 - Resolution of the Board of Trustees of the San Francisco Community College District authorizing the issuance of 1997 Revenue anticipation notes for said District and requesting the Board of Supervisors of the City and County of San Francisco to issue said notes.

Equipment, Supplies & Services (17-23 Pages)

C1 - Procurement of equipment, supplies, services, etc., less than $3,000
C2 - Procurement of equipment, supplies, services, etc., $3,000 or more
C10 - Disposal of Personal Property with Insufficient Sales Value and Not Suitable for School Use.

Human Resources (24-67 Pages)

G1-6 - Academic Employees, Credit Program, District Funded
H1-3 - Academic Employees, Credit Program, Categorically Funded
J1-6 - Academic Employees, Non-Credit Programs, Categorically Funded
K1-2 - Academic Employees, Non-Credit Programs, District Funded
N1-2 - Academic Employees Community Service Classes

Special (68-80 Pages)

S1 - Establishment and selecting members of a four member Oversight Committee for projects funded by the General Obligation Bond Issue approved by San Francisco voters on June 3, 1997.
S2 - Welfare Reform: Directing the Chancellor to work in concert with public, private, and community organizations to advance the goals of the welfare reform activities of the City of San Francisco insofar as these goals relate to City College of San Francisco’s providing of educational services.
S3 - Economic Development: Directing the Chancellor to review the curriculum and services for congruence with, and advancement of, current and
proposed economic development activities in the Southeast communities, and report to the Board on an annual basis.

S4 - Enrollment: Directing the Chancellor to (1) develop a plan to increase the enrollment of Southeast residents at the Southeast and Evans Campuses, and (2) provide an annual report to the Board on enrollment trends of Southeast residents at the two campuses.

S5 - Adopting Guidelines for Legislative Relations and Legislative Action.

S6 - Adopting a successor collective bargaining agreement between the San Francisco Community College District Board of Trustees and the Department Chairperson Council, for the period of January 1, 1997, through December 31, 1999.

S7 - Amending Board of Trustees Resolution No. 961121-S3 to Include the Classification of Senior Systems Accountant (1657) and Establishing Wage and Benefit Levels for the Classification

S8 - Amending Board of Trustees Resolution No. 961121-S3 to Include the Classification of Senior Administrative Analyst (1823) and Establishing Wage and Benefit Levels for the Classification

Informational Reports - No Action Necessary

XIII. Requests to Speak

XIV. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: October 30, 1997
Castro/Valencia Campus
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970918-B1
Amending Resolution 970327-B11--which authorized the submission of an application and the appropriation of all funds upon approval by the Mayor's Office of Community Development/Mission Armory Foundation, Economic Development Strategy Funds to develop the CCSF/Bay Area Coalition Multimedia Training Program for the Mission District--to change the time period from July 1997 to June 1998, to July 1997 to June 1999, to change the amount not to exceed from $572,522 to $150,000, and to acknowledge Mission Hiring Hall as the fiscal agent.

President and Members:

Several changes have been made in the condition of the grant approved in Resolution 970327-B11. The fiscal agency was given to the Mission Hiring Hall instead of City College of San Francisco. The College will remain a partner in the project. The amount allocated for use by the College was set at $150,000 instead of $572,522. Finally, the end of the time period was extended from July 1997 to June 1999. This grant will facilitate training in the area of multimedia.

The following Resolution is recommended for adoption:

RESOLVED: That Resolution No. 970327-B11--which authorized the submission of an application and appropriation of all funds upon approval by the Mayor's Office of Community Development/Mission Armory Foundation, Economic Development Strategy Funds to develop the CCSF/Bay Area Coalition Multimedia Training Program for the Mission District--be amended to extend the time period from July 1997 to June 1998, to July 1997 to June 1999, to change the amount from not to exceed $572,522 to $150,000, and to acknowledge Mission Hiring Hall as the fiscal agent.

Recommended for Adoption

Del M. Anderson
Chancellor

Originator: Jacqueline Shadko
Subject: Resolution No. 970918-B2
Authorization to contract with Stevens & Associates, a certified Minority Business Enterprise (MBE) firm, for special services and advice to provide the District with architectural services, for the Project: Temporary Facilities - Phelan Campus, at a cost not to exceed $30,000 for the period September 19, 1997 to June 30, 1998.

President and Members:

The District wishes to contract with Stevens and Associates, a certified MBE firm, to provide architectural services, for the Project: Temporary Facilities - Phelan Campus. The scope of work will include: design services; securing Office of Regulation Services, Division of the State Architect review and approval; preparation of construction documents for bidding; administration during the bid process; and construction administration. These temporary facilities are necessary for housing classrooms, restrooms, and offices being displaced during phase one of the Remodel Cloud Hall for Allied Health Project and the various Health & Safety and Renovation Bond Projects.

The total cost of this Contract is $30,000 and is to funded by the General Obligation Bond. This contract will be completed on or before June 30, 1998.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to contract with Stevens & Associates, a certified MBE firm, for special services and advice to provide the District with architectural services, for the Project: Temporary Facilities - Phelan Campus, at a cost not to exceed $30,000 for the period September 19, 1997 to June 30, 1998,

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Subject: Resolution No. 970918-B3
Adoption of a summation of the District’s proposed Capital Outlay Construction Projects submitted to the State Chancellor’s Office for review and approval for funding.

President and Members:

The following is a summation of the District’s proposed Capital Outlay Construction Projects to be submitted to the Facilities Planning and Utilization Unit of the State Chancellor’s Office for review and funding approval. These projects have been assigned priorities through the shared governance process and incorporated in the District Five Year Capital Outlay Construction Plan. The Five Year Capital Outlay Construction Plan, Initial Project Proposal, and Final Project Proposal are the basis for all State funded capital outlay projects for the next five years. Initial Project Proposals have also been submitted for the next funding cycle for new replacement facilities for Physical Education, Mission Campus, Chinatown/North Beach Campus, and Replacement of Wood Windows at the Science Building on the Phelan, John Adams and Alemany Campuses.

District order of priority for proposed projects:

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Earliest Possible</th>
<th>Funding</th>
<th>Schedule of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remodel Cloud Hall for Allied Health</td>
<td>1997-98</td>
<td>$5,830,000 Construction</td>
<td>$ 441,028 Equipment</td>
</tr>
<tr>
<td></td>
<td>1998-99</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2000-01</td>
<td>$ 1,730,731 Equipment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2001-02</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2000-01</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chinatown/North Beach Campus (new replacement facility)</td>
<td>1999-2000</td>
<td>$ 2,497,659 Plans/Drawings</td>
<td>$30,804,459 Construction</td>
</tr>
<tr>
<td></td>
<td>2000-01</td>
<td>$ 4,259,051 Equipment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2001-02</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2000-01</td>
<td>$ 5,208,715 Equipment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2001-02</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multidisciplinary Learning Lab (replace Bungalows with multidisciplinary, multimedia center)</td>
<td>2001-02</td>
<td>$ 874,380 Plans/Drawings</td>
<td>$10,822,881 Construction</td>
</tr>
<tr>
<td></td>
<td>2001-02</td>
<td>$ 2,198,144 Equipment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2002-03</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Description</td>
<td>Year 1</td>
<td>Year 2</td>
<td>Year 3</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>----------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>Remodel Alemany Campus</td>
<td>2000-01</td>
<td>2001-02</td>
<td></td>
</tr>
<tr>
<td>College Service Building</td>
<td>2001-02</td>
<td>2002-03</td>
<td>2003-04</td>
</tr>
<tr>
<td>Remodel Downtown Campus</td>
<td>2001-02</td>
<td>2002-03</td>
<td>2003-04</td>
</tr>
</tbody>
</table>

The following resolution is recommended for adoption:

RESOLVED: That the Board adopt this summation of the District’s proposed Capital Outlay Construction Projects for submission to the State Chancellor’s Office for review and approval for funding.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970918-B4
Establishing the appropriations limit for 1997-98 pursuant to Government Code Section 7910 at $119,378,144.

President and Members:

The California electorate on November 6, 1979 approved Proposition 4 (Gann Initiative), which added Article XIII B to the State Constitution to place various appropriation limitations on the fiscal powers of state and local government, commonly referred to as the “Gann Limit”.

Simply stated the appropriations limit for the succeeding year is the appropriations limit for the base year adjusted for inflation and change in population. For a community college district, inflation is the lesser of the change in cost-of-living or California per capita personal income and change in population is the percentage change in the district’s FTES.

During the 1989 State Legislative Session a number of refinements were enacted to implement Proposition 98 to include special purpose apportionments within the Gann Limit and to exclude any unreimbursed court or federal mandates imposed on or after November 6, 1979.

Government Code Section 7910 reads as follows:

“Each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit and make other necessary determinations for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or noticed special meeting. Fifteen days prior to the meeting documentation used in the determination of the appropriations limit and other necessary determinations shall be available to the public. The determinations made pursuant to this section are legislative acts. Any judicial action or proceeding to attach, review, set aside, void, or annul the action of the governing body taken pursuant to this section for the 1980-81 fiscal year shall be commenced within 60 days of the effective date of the resolution or the effective date of the act which added this section to the Government Code, whichever date is later. For the 1981-82 fiscal year and each fiscal year thereafter, any judicial action or proceeding to attach, review, set aside, void, or annul the action of the governing body taken pursuant to this section shall be commenced within 45 days of the effective date of the resolution. All courts wherein such actions are or may be hereafter pending, including any court reviewing such action on appeal from the decision of a lower court, shall give such actions preference over all other civil actions therein, in the manner of setting the same for hearing or trial.
and in hearing the same to the end that all such actions shall be quickly heard and determined”.

The State Chancellor’s Office notified us by memorandum dated May 16, 1997 that the Department of Finance has determined that the applicable price factor to be used in setting the 1997-98 appropriation limit is: California per capita personal income: 4.67%.

A worksheet setting forth the derivation of the appropriations limit is available for public inspection at the district Business Office, Budget Section, 33 Gough Street, San Francisco, pursuant to Government Code Sections 7908 and 7910.

The following resolution is recommended for adoption:

RESOLVED: That the Governing Board pursuant to Government Code Sections 7908 and 7910 (Gann Limit), establishes the SFCCD appropriations limit for the fiscal year 1997-98 at $119,378,144.

FURTHER BE IT RESOLVED: That supporting documentation has been made available to the public for its review and that any action to set aside or annul this action pursuant to Government Code Section 7910 must be filed with the Secretary of the Governing Board within 45 days of the adoption of this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970918-B5
Authorization to amend Resolution No. 970522-B27, Adoption of Recommended Final Budget 1997-98 by 1) Increasing the General Fund Unrestricted estimated revenues from $116,903,262 to $117,072,180, 2) Reappropriating $2.1 million in General Fund Unrestricted Expenditure Allocations (Exhibit A) in order for estimated expenditures to equal estimated revenues for corrections and omissions.

President and Members:

On May 22, 1997, the Board of Trustees approved Resolution No. 970522-B27 adopting the 1997-98 Recommended Budget for the Fund-Unrestricted Budget in the amount of $116,903,262.

The passage of the State's 1997-98 budget has not materially altered the district's estimated revenues, yet, the estimated costs to maintain last year's level of service $119.6 million is approximately $2.6 million higher than anticipated revenues. In order to eliminate this deficit, a number of strategies will be employed to reduce costs. Also, reallocations must be completed to adequately fund costs such as hourly instruction, sabbaticals and Summer School.

Transfers are being made in the following areas:

1. Reduction in non-personnel accounts
2. Reduction in spending for administration salaries and benefits
3. Reduction in spending for classified salaries and benefits
4. Reduction in spending for Certificated salaries and benefits

Additional savings were anticipated to the General Fund-Unrestricted budget from charging eligible costs to the welfare reform grant and to funding for matriculation for non-credit students. However, the District was recently informed that the Welfare Reform grant does not allow supplanting expenditures for existing programs. This means other measures must be employed to further reduce expenditures.
The following resolution is recommended for adoption.

RESOLVED: Authorization to amend Resolution No. 970522-B27, Adoption of Recommended Final Budget 1997-98 by 1) Increasing the General Fund Unrestricted estimated revenues from $116,903,262 to $117,072,180, 2) Reappropriating $2.1 million $3,555,719 in General Fund Unrestricted Expenditure Allocations (Exhibit A) in order for estimated expenditures to equal estimated revenues for corrections and omissions.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College Districts

Subject: Resolution No. 970918-B6
Reviewing and entering into the minutes the SFCCD Quarterly Financial Status Report for the quarter ended June 30, 1997.

President and Members:

Title 5 of the California Code of Regulations, Section 58310 requires California’s Community College Districts to report quarterly on their financial condition. Starting with the quarter ending September 30, 1997 and quarterly thereafter, districts are required to provide to the chancellor's office the completed form CCFS-311Q and a copy of the quarterly financial report.

In order to meet the requirement of Title 5 of the California Code of Regulations, Section 58310 the following resolution is recommended for adoption:

RESOLVED: That pursuant to Title 5 of the California Code of Regulations, Section 58310 the Quarterly Financial Status Report for the quarter ended June 30, 1997 is hereby reviewed and entered into the minutes of the Board of Trustees of the SFCCD

Recommended for adoption:

Del A. Anderson
Chancellor

Originated By:

James Kendrix
Subject: Resolution No. 970918-B7
Authorization to appropriate funds receivable from the California State Community Colleges Chancellor's Office to implement the Americorps Program, "Building Individual and Community Self-Sufficiency Through Service" to assist Temporary Assistance for Needy Families (TANF) now referred to as California Work Opportunities and Responsibility to Kids (Cal-Works) recipients enrolled in City College of San Francisco for the period September 1, 1997 through October 15, 1998 in the amount of $93,200.

President and Members:

City College of San Francisco has been selected as one of the fifteen statewide college sites for implementation of the State Chancellor's Office Americorps grant, "Building Individual and Community Self-Sufficiency Through Service". The grant proposes to enroll City College students receiving TANF and intending to pursue careers in education as Americorps Members. These student Members will work in early childhood education and early elementary school programs to improve the children's literacy and literacy readiness skills. The student Members will be providing a valuable community service while acquiring training and skills. Those who complete 900 hours of service will receive an education grant through Americorps. Student Members will also meet the work requirements of TANF.

The grant requires a collaborative community effort. Collaborating in this effort are: the San Francisco Department of Human Services, the State Employment Development Department, the Private Industry Council of San Francisco, San Francisco School Volunteers, San Francisco Unified School District, San Francisco Housing Authority, and several children's centers. Members will be completing services at various school sites. Vista volunteer will work out of the One stop/Career Link Offices at the Employment Development Department.

The grant is for $93,200 for the period September 1, 1997 through October 15, 1998 with second and third year funding contingent upon prior year program performance and the availability of federal funds. An in-kind match of $54,900 is required.
The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or designees, are hereby authorized to appropriate funds receivable from the California State Community Colleges Chancellor's Office to implement the Americorps Program, "Building Individual and Community Self-Sufficiency Through Service" to assist TANF recipients enrolled in City College San Francisco for the period September 1, 1997 through October 15, 1998 in the amount of $93,200.

**Income from State Source**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>California Community Colleges Chancellor's Office</td>
<td></td>
</tr>
<tr>
<td>Americorps Grant</td>
<td>$93,200</td>
</tr>
</tbody>
</table>

**Expenditures**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
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</tr>
<tr>
<td>Classified Salaries</td>
<td>18,223</td>
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<tr>
<td>Benefits</td>
<td>5,691</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>3,608</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>10,463</td>
</tr>
<tr>
<td>Equipment</td>
<td>2,000</td>
</tr>
</tbody>
</table>

**Total** $93,200

**In-Matching Funds**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>City College of San Francisco</td>
<td>$17,070</td>
</tr>
<tr>
<td>Employment Development Department</td>
<td>8,400</td>
</tr>
<tr>
<td>San Francisco Unified School District</td>
<td>4,200</td>
</tr>
<tr>
<td>San Francisco School Volunteers</td>
<td>2,590</td>
</tr>
<tr>
<td>Private Industry Council of San Francisco</td>
<td>4,200</td>
</tr>
<tr>
<td>San Francisco Housing Authority</td>
<td>4,340</td>
</tr>
<tr>
<td>San Francisco Department of Human Services</td>
<td>14,100</td>
</tr>
</tbody>
</table>

**Total** $54,900
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970918-B8
Resolution of the Board of Trustees of the San Francisco Community College District authorizing the issuance of 1997 Revenue anticipation notes for said District and requesting the Board of Supervisors of the City and County of San Francisco to issue said notes.

The following resolution was drafted by the District’s bond counsel, Brown and Wood. If the City and County of San Francisco do not go to market with a bond sale within the next 60 days, it may be necessary for the District to go directly to market to continue projects that are to be funded with bond funds. This effort would generate bond anticipation notes that would make funds available for bond projects. These notes would then be paid off with the proceeds from the actual sale of general obligation bonds later this fiscal year. It is critical that the City and County of San Francisco commits itself to selling the District’s bonds during fiscal year 1997-98 to make this arrangement work. This resolution provides the authority needed to sell bond anticipation notes, and to request a commitment from the City and County of San Francisco to sell the District’s bonds this fiscal year.

WHEREAS, a duly called election was held in the San Francisco Community College District (the “District”), City and County of San Francisco (the “City”), State of California, on June 3, 1997 and thereafter canvassed pursuant to law; and

WHEREAS, at such election there was submitted to and approved by the requisite two-thirds vote of the qualified electors of the City a question as to the issuance and sale of general obligation bonds of the City for the benefits of the District and the San Francisco Unified School District as set forth in the ballot submitted to the voters, in the maximum principal amount of $140,000,000, payable from the levy of an ad valorem tax against the taxable property in the City (the “Authorization”); and

WHEREAS, this Board of Trustees (the “Board”), being the governing board of the District, will request the City Board of Supervisors (the “Board of Supervisors”) to issue 1998 General Obligation Bonds, representing a portion of the Authorization, by June 1, 1998 in a principal amount not to exceed $20,000,000 (the “1998 Bonds”); and
WHEREAS, the District desires to improve its educational facilities for the benefit of the citizens of the City by building a Chinatown Campus and a Mission Campus; and

WHEREAS, the District has entered into a contract to purchase certain real property (the “Real Property Contract”) for the purpose of improving its educational facilities (the “Real Property”) and the Real Property Contract was conditioned on a successful election for the approval of bonds, as described above; and

WHEREAS, the proceeds from the 1998 Bonds will not be available to the District to purchase the Real Property until approximately June 1, 1998; and

WHEREAS, the terms of the Real Property Contract require that the Real Property be purchased prior to such date; and

WHEREAS, for the purpose of purchasing the Real Property pursuant to the Real Property Contract and advancing moneys for additional authorized capital expenditures in anticipation of the 1998 Bonds proceeds, the District desires to undertake interim financing; and

WHEREAS, pursuant to Sections 53850 et seq. of the Government Code of the State of California (the “Act”) contained in Article 7.6 thereof, entitled “Temporary Borrowing,” on or after the first day of any fiscal year (being July 1), the District may temporarily borrow money by issuing notes for any purpose for which the District is authorized to expend moneys, including but not limited to current expenses, capital expenditures (such as the purchase of the Real Property), and the discharge of any obligation or indebtedness of the District; and

WHEREAS, Section 53853 of the Act provides that such notes must be issued in the name of a District by the board of supervisors of the county, the county superintendent of which has jurisdiction over said District, as soon as possible following the receipt of a resolution of the governing board of the district requesting the borrowing; and

WHEREAS, this Board hereby requests the borrowing of not to exceed Twenty Million Dollars ($20,000,000] at an interest rate not to exceed Seven percent (7%) per annum through the issuance by the Board of Supervisors of 1997 Revenue Anticipation Notes (the “Notes”) in the name of the District; and

WHEREAS, as permitted by Section 53854 of the Act, such Notes shall be payable not later than June 30,1998 from revenues received or accrued during fiscal year 1997-98; and

WHEREAS, Pursuant to Section 53856 of the Act, the District may pledge any taxes, income, revenue, cash receipts or other moneys deposited in inactive or
term deposits (but excepting certain moneys encumbered for a special purpose); and this Resolution specifies that the proceeds that the District expects to receive from the issuance of the 1998 Bonds and attributable to fiscal year 1997-98 are pledged for the payment of the Notes; and

WHEREAS, the Notes shall be a general obligation of the District and, to the extent not paid from the Pledged Revenues (as defined below), shall be paid with interest therein from any other moneys of the District lawfully available therefore, as required by Section 53857 of the Act; and

WHEREAS, The Notes shall be denominations of $5,000, or integral multiples thereof, as permitted by Section 53854 of the Act; shall be issued on the date as proved in the Contract of Purchase (hereinafter referred to ) therefore, as permitted by Section 53853 of the Act; and shall be in the for and executed in the manner prescribed in this Resolution, as required by Section 53853 of the Act; and

WHEREAS, the Board has found and determined that said $20,000,000 maximum principal amount of Notes to be issued by the Board of Supervisors in fiscal year 1997-1998, when added to the interest payable thereon, does not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including but not limited to revenue from state and federal governments), cash receipts and other moneys of the District which will be available for the payment of the notes and interest thereon, as required by Section 53858 of the Act;

NOW, THEREFORE, the Board of Trustees of the San Francisco Community College District hereby resolves as follows:

Section 1. Authorization of Issuance of Notes; Terms Thereof, Paying Agent. The board hereby requests the Board of Supervisors to issue in the name of the District, an amount not to exceed $20,000,000 principal amount of Notes under Sections 53850 et seq. of the Act, designated “San Francisco Community College District, City and County of San Francisco, State of California, 1997 Revenue Anticipation Notes” (the Notes”); to be numbered from 1 consecutively upward in order of issuance (if more than one Note is registered); to be in denominations of $5,000, or integral multiples thereof, as determined by the Underwriter (as referred to herein); to be dated the date of delivery thereof; to mature (without option of prior redemption) on June 30,1998; and to bear interest, payable at maturity and computed on a 30-day month/360-day basis, at the rate or rates determined at the time of sale thereof, but not in excess of Seven percent (7%) per annum. Both the principal of and interest on the Notes shall be payable, only upon surrender thereof, in lawful money of the United States of America at the principal office of the City Treasurer-Tax Collector (the “Treasurer-Tax Collector”) which is hereby designated to be the paying agent on the Notes (in such capacity, the “Paying Agent”) or such other paying agent as
the City may designate. This Board hereby approves the payment of the reasonable fees and expenses of the Paying Agent as they shall become due and payable.

Section 2. Form of Notes. The Notes shall be issued in registered form and shall be substantially in the form and substance set forth in Exhibit A attached hereto and by reference incorporated herein, the blanks in said form to be filled in with appropriate words and figures. The Notes shall be initially registered in the name of “Cede & Co.” as nominee of the Depository Trust Company, and shall be evidenced by one note in the full principal amount of the Notes. The Depository Trust Company, New York, New York, is hereby appointed depository for the Notes. Registered ownership may not thereafter be transferred except as set forth in Section 4 hereof. There shall be printed on the reverse of each Note, the legal opinion of Brown & Wood LLP respecting the validity of said notes and, immediately preceding such legal opinion, a certificate executed with the facsimile signature of the President of the Board of Supervisors (the “President”), said certificate to be in substantially the following form:

I HEREBY CERTIFY that the following is a true and correct copy of the legal opinion regarding the Notes therein described that was manually signed by Brown & Wood LLP, and was dated as of the date of delivery of and payment for said Notes.

Recommended for Adoption by

Del M. Anderson

Originator:
Peter Goldstein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970918-C1
Procurement of equipment, supplies, services, etc., less than $3,000

President and Members:

Listed below are encumbrances for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the conduct of the schools, and therefore are recommended for approval of the Board of Trustees. It is certified that the items listed below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $446,541.16 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Payments</td>
<td>35,552.43</td>
</tr>
<tr>
<td>Purchase Orders</td>
<td>356,744.40</td>
</tr>
<tr>
<td>Travel/Mileage</td>
<td>47,610.13</td>
</tr>
<tr>
<td><strong>GRAND TOTAL:</strong></td>
<td><strong>$ 446,541.16</strong></td>
</tr>
<tr>
<td><strong>Adjusted:</strong></td>
<td><strong>$ 439,906.96</strong></td>
</tr>
</tbody>
</table>

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix

9/18/97 C1
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971897-C2
Procurement of equipment, supplies, services, etc., more than $3,000

President and Members:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the conduct of the schools, and therefore are recommended for approval of the Board of Trustees. It is certified that the items listed below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed below:

See Attached Exhibit “A”

GRAND TOTAL: $5,040,126.85

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix

09/18/97 - C2
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970918-C10
Disposal of Personal Property With Insufficient Sales Value

President and Members:

It has been determined that the property listed in Attachment “A” is in unsatisfactory and unserviceable condition, and is of insufficient value to defray cost of arranging a sale. It is recommended that the property be disposed of in the local public dump.

California Education Code Section 81452 reads in part as follows: “(c) If the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the cost of arranging a sale, . . . it may be disposed of in the local public dump”.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Vice Chancellor, and Administration are hereby authorize that the properties listed in Attachment “A” be disposed of in the local public dump.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
<table>
<thead>
<tr>
<th>Asset No.</th>
<th>Description</th>
<th>Mfr./Mode</th>
<th>Acq. Date</th>
<th>Orig. Cost</th>
</tr>
</thead>
<tbody>
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<td>041869</td>
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Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution 970918-S1
Establishment and selecting members of a four member oversight Committee for projects funded by the General Obligation Bond Issue approved by San Francisco voters on June 3, 1997

President and Members:

The voters of San Francisco approved a general obligation bond issue for both the San Francisco Community College District on June 3, 1997 for the purpose of improving public educational facilities in San Francisco. The College committed to the public that if would use the proceeds from these bonds to construct the infrastructure for computer networks, address health and safety problems in the College’s aging facilities, renovate and upgrade College facilities, improve childcare facilities, make facilities accessible to persons with disabilities, and acquire sites for permanent campuses for the Chinatown/North Beach and Mission neighborhoods.

It is important that the College demonstrate to the public that it is spending the proceeds from these bonds for projects that fit within these categories. In that spirit, an oversight committee will be formed as soon as possible. The Bond Oversight Committee shall have the authority to monitor District expenditures for compliance with applicable statutes and regulations pertaining to the $50 million bond fund.

THEREFORE BE IT RESOLVED: That the Board of Trustees establishes a four member Oversight Committee for projects funded by the General Obligation Bond Issue approved by San Francisco voters on June 3, 1997;

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator:

Del. M. Anderson

09/19/97 – S1
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 970918-S2  
Welfare Reform: Directing the Chancellor to work in concert with public, private, and community organizations to advance the goals of the welfare reform activities of the City of San Francisco insofar as these goals relate to City College of San Francisco’s providing of educational services.

President and Members:

WHEREAS: The City College of San Francisco prides itself on being the primary source of vocational training in the City of San Francisco; and

WHEREAS: The primary efforts of welfare reform involve the provision of short-term training to help individuals move from welfare to work; and

WHEREAS: The Southeast community has a high proportion of San Francisco residents receiving public assistance; and

WHEREAS: A major portion of the efforts of the City of San Francisco are directed toward the Southeast community; and

WHEREAS: The Dean of the Southeast and Evans Campuses has collaborated with seven community agencies in the writing of a proposal to the Mayor’s Office of Community Development to support education and training activities for homeless persons located in the Southeast community;

BE IT RESOLVED: That the Chancellor is directed to work in concert with public, private, and community organizations to advance the goals of the welfare reform activities of the City of San Francisco insofar as these goals relate to City College of San Francisco’s providing of educational services.

Recommended for adoption:

Trustee James Haskell Mayo II
Trustee Lawrence Wong
Trustee Andrea Shorter
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970918 - S3
Economic Development: Directing the Chancellor to review the curriculum and services for congruence with, and advancement of, current and proposed economic development activities in the Southeast communities, and report to the Board on an annual basis

President and Members:

WHEREAS: The City College of San Francisco prides itself on improving the lives of the citizens of San Francisco through education; and

WHEREAS: The College can contribute to an increase in the lifelong earning capacity of students; and

WHEREAS: It is commonly accepted that an increase in the educational level of a community adds to the economic development of the community and leads to a higher level of personal satisfaction of its citizens; and

WHEREAS: The passage of Propositions D and F promises to join with the City of San Francisco in the economic revitalization of the Bayview and Hunter's Point communities;

BE IT RESOLVED: That the Chancellor is directed review the curriculum and services for congruence with, and advancement of, current and proposed economic development activities in the Southeast communities, and report to the Board on an annual basis.

Recommended for adoption:

Trustee James Haskell Mayo II
Trustee Lawrence Wong
Trustee Andrea Shorter
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970918 - S4
Enrollment: Directing the Chancellor to (1) develop a plan to increase the enrollment of Southeast residents at the Southeast and Evans Campuses, and (2) provide an annual report to the Board on enrollment trends of Southeast residents at the two campuses.

President and Members:

WHEREAS: The City College of San Francisco prides itself in improving the lives of the citizens of San Francisco through education; and

WHEREAS: The College can contribute to an increase in the lifelong earning capacity of students; and

WHEREAS: There is the perception that the Southeast and Evans campuses are under-utilized by the residents of the Southeast communities;

BE IT RESOLVED: That the Chancellor is directed to (1) develop a plan to increase the enrollment of Southeast residents at the Southeast and Evans Campuses, and (2) provide an annual report to the Board on enrollment trends of Southeast residents at the two campuses.

Recommended for adoption:

Trustee James Haskell Mayo II
Trustee Lawrence Wong
Trustee Andrea Shorter
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970918 - S5
Adopting Guidelines for Legislative Relations and Legislative Action

President and Members:

The Community College League of California has been promoting guidelines that it wishes individual community college districts would consider adopting when addressing issues of legislative relations and legislative action. The intent is that local districts and the State Board of Governors speak with one voice.

The following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby adopts the attached document entitled “Draft Guidelines for California Community Colleges - Legislative Relations” dated July 1997, as guidelines to be followed, where possible, when addressing issues of legislative relations and legislative action.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Ronald Lee
DRAFT GUIDELINES FOR CALIFORNIA COMMUNITY COLLEGES
LEGISLATIVE RELATIONS

California’s 71 community college districts and 107 community colleges are a system of locally governed, state coordinated, post secondary institutions. The system will be most effective in meeting its educational mission for all students if each of the districts and colleges recognizes both the values of working together as well as pursuing separate interests when necessary.

In advocacy efforts, the Chancellor’s Office and the Community College League of California (CCLC) play a leadership role in working on behalf of the local districts, the system and student. To ensure the community colleges system is well-represented and effective in its advocacy efforts, the following have been established for guidance:

1. District boards of trustees and chief executive officers with specific proposals for legislation should submit them to the Chancellor’s Office when proposals are solicited for inclusion in the California Community Colleges Legislative Program.

2. When District proposals for legislation are not included in the California Community Colleges Legislative Program, or a District believes a situation requires legislative action, a District should, when possible, inform the Chancellor’s Office and CCLC before seeking to introduce legislation on behalf of the district. Districts, if possible, should provide time for response as to the possible affect of legislation on other districts within the system and whether legislation is the best approach to resolving the problem.

3. Local board of trustees and chief executive officers and their legislative advocates should make every effort to communicate system wide priorities and positions on the state budget, capital funding and legislation to their local legislators. These positions and priorities are provided through CCLC based on the actions of the CCCT and CEOCCC boards, and the Chancellor’s Office based on the Board of Governors actions.

4. If a District board and chief executive officer cannot support system positions and legislative priorities, the state budget and capital funding with their legislators, they should inform CCLC and the Chancellor’s Office when independent advocacy is contemplated.

5. If legislators seek to support a district or college through legislative action that is not an approved system priority or position, local college leaders should inform, when possible, the Chancellor’s Office and CCLC.
6. System and local actions and positions should be non-partisan and carried out across the entire political spectrum for the good of the community colleges and their students.

7. CEOs should notify the Chancellor and CCLC, when possible, concerning communications with legislators deemed important to advancing system positions and legislation priorities, the state budget and capital funding.

8. The CCLC and Chancellor’s Office should provide timely and useful information to the districts about legislative issues, discussions within their organizations, positions taken and legislative actions.

9. The CCLC and Chancellor’s Office should have clear processes in place which provide districts adequate opportunity to comment on legislative priorities and positions, state budget priorities and capital funding priorities prior to action being taken to represent the system.
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970918-S6
Adopting a successor collective bargaining agreement between the San Francisco Community College District Board of Trustees and the Department Chairperson Council, for the period of January 1, 1997, through December 31, 1999.

President and Members:

WHEREAS: The Collective Bargaining Agreement between the San Francisco Community College District (District) Board of Trustees and the Department Chairperson Council (DCC) expired on December 31, 1996;

WHEREAS: On July 25, 1996, the District provided public notice of the Initial Proposal of the DCC for a successor collective bargaining agreement and established a public meeting in August 1996 to enable members of the public to express themselves regarding DCC’s Initial Proposal;

WHEREAS: On August 29, 1996, the District provided public notice of the Initial Proposal of the Board of Trustees for a successor collective bargaining agreement and established a public meeting in September 1996 to enable members of the public to express themselves regarding the Board of Trustees’ Initial Proposal;

WHEREAS: On September 26, 1996, the Board of Trustees adopted its Initial Proposal to the DCC for a successor collective bargaining agreement, after public comment;

WHEREAS: On May 29, 1997, the representatives of the Board of Trustees and of the DCC reached tentative agreement on the contract provisions of a successor collective bargaining agreement (Agreement) on behalf of the DCC and the District for the period of January 1, 1997, through December 31, 1999;

WHEREAS: On September 11, 1997, the DCC ratified the Agreement;

WHEREAS: The Board of Trustees, pursuant to Government Code Section 3547.5 has disclosed at a public meeting the major provisions of the Agreement, including costs to be incurred for the current and subsequent fiscal years;
THEREFORE, BE IT RESOLVED THAT: The Board of Trustees of the District approves, ratifies and adopts the Agreement reached between the District and the DCC, a copy of which is on file with the Secretary of the Board of Trustees and by this reference is made a part of this resolution as though fully set forth herein, and that the term of said Agreement be from January 1, 1997, through December 31, 1999;

FURTHER BE IT RESOLVED THAT: The Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund the implementations.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Lawrence C. Klein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 970918 - S7
Amending Board of Trustees Resolution No. 961121-S3 to Include the Classification of Senior Systems Accountant (1657) and Establishing Wage and Benefit Levels for the Classification

President and Members:

WHEREAS: On November 21, 1996, the Board of Trustees adopted and amended Wage Rates and Benefit Levels for District Designated Management, Supervisory, and/or Confidential Classifications for Fiscal Year 1996-97 as set forth in Attachment 1 to Board of Trustees Resolution No. 961121-S3;

WHEREAS: Board of Trustees Resolution No. 961121-S3 did not include the Classification of Senior Systems Accountant (1657) (hereinafter “Classification”);

WHEREAS: The Administration intends to appoint an incumbent to the Classification, effective on or about October 15, 1997;

WHEREAS: The Administration recommends that the Hourly Wage Rates for the Classification for fiscal year 1997-98 for the Classification be: $25.18 at Step 1; $26.44 at Step 2; $27.76 at Step 3; $29.15 at Step 4; and $30.61 at Step 5;

WHEREAS: The Administration recommends that the Benefit Levels for the Classification be consistent with the Benefit Levels established pursuant to Board of Trustees Resolution No. 961121-S3 as appropriate;

THEREFORE BE IT RESOLVED THAT: The Board of Trustees amend Resolution No. 961121-S3 to include the Classification;

FURTHER BE IT RESOLVED THAT: The Administration is authorized to establish the Hourly Wage Rates for the fiscal year for the Classification at: $25.18 at Step 1; $26.44 at Step 2; $27.76 at Step 3; $29.15 at Step 4; and $30.61 at Step 5;
FURTHER BE IT RESOLVED THAT: The Administration is authorized to establish Benefit Levels for the Classification to be consistent with the Benefit Levels established pursuant to Board of Trustees Resolution No. 961121-S3, as appropriate;

FURTHER BE IT RESOLVED THAT: The Chancellor and the Chief Operating Officer, and/or their designee, are hereby authorized and directed to implement this Resolution and to submit any necessary finance resolutions to fund the implementation.

Recommended for adoption:

Chancellor Del M. Anderson

Originator: Clara Starr
AMENDED 12/18/97
Regular Meeting of the
Board of Trustees of the San Francisco Community College District

City College of San Francisco
Downtown Campus
800 Mission Street, San Francisco

Thursday, December 18, 1997
Open Session - 6:00 p.m.

I. Roll Call

II. Pledge of Allegiance

III. Approval of Minutes
   - Regular Board Meeting - October 30, 1997

IV. Special Presentation
   ■ Recap of Capital Projects since 1993 - Peter Goldstein and Chuck Jackson
   ■ Congratulations to City College of San Francisco “Rams” Football for Northern California Championship

V. Report from Academic Senate

VI. Report from Associated Students Council

VII. Report from Classified Senate

VIII. Board of Trustees’ Reports

IX. Introductions of New Staff Members

X. Chancellor’s Report

XI. Adoption of Resolutions Agenda

XII. Action on Resolutions Agenda Items
B1 - Authorization to receive bid from and award contract to the firm of Basic Modular Facilities Inc., for construction services for the Project: Batmale Hall Computer Lab Equipment Room Modification for Telecommunications, located at the Phelan Campus, for a total cost not to exceed $10,000, to be completed on or before January 31, 1998.

B2 - Authorization to accept and appropriate all receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52 funded by television access funds from the City of San Francisco, a total of $12,667.19.

B3 - Appropriating a Pregnancy Prevention Project grant of $270,000 from the Department of Health and Human Services, Office of Population Affairs to City College of San Francisco, Southeast Campus for Contractual services, purchase of materials, supplies, equipment telephone expenses, etc.

B4 - Authorization to extend the current contract with NBGS III, INC., aka New Boston Systems aka Toner Consulting to provide system administration consultation to City College’s Information Technology Service Department (ITS) technical staff at a cost not to exceed $10,000 for the period from January 1, 1998 to June 30, 1998.

B5 - Authorization to (1) submit an application for a grant and to (2) appropriate all funds upon approval by the National Science Foundation to establish “Enhancement of Community College Chemistry Curricula Using Networked Computers” through the City College of San Francisco Chemistry Department for the period of July 1, 1998 to June 30, 2000 in the amount not to exceed $40,578

B6 - Authorization to A) establish a Center for Habitat Restoration (CHR) at City College of San Francisco and B) to accept $5,600 from the Port of San Francisco and $10,000 from the REBRAC grant to finance the Center; and C) authorization to contract with Kenneth C. Entlinger to serve as Interim CHR Coordinator for the period January 1, 1998, to June 30, 1998, in the amount not to exceed $8,100 and D) to contract with Damien Raffa to serve as Interim Pier 98 Coordinator for the period January 1, 1998, to June 30, 1998, in the amount not to exceed $5,400

B7 - Authorization to 1) contract with Mr. Richard Lack to provide safety and health training for the San Francisco Airport Commission (SFAC) Project
for the period December 1, 1997 through June 30, 1998 in the amount not to exceed $27,000; 2) contract with Dr. Patrick Cheng to provide injury prevention and training for the SFAC, January 1, 1998 to June 30, 1998 in the amount not to exceed $18,000.

B8 - Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor’s Office California Community Colleges, CalWORKs Funding, July 1, 1997 to June 30, 1998, not to exceed $1,896,322.

B9 - Authorization to contract, with ESS Architects, a certified woman owned firm, for special services and advice to provide the District with architectural and engineering services, for the Project: Smith Hall Electrical Upgrade and Space Planning, to be completed on or before January 31, 1998 at a cost not to exceed $5,000.

B10 - Authorization to contract with Gordon Chong Associates, for special services and advice to provide the District with architectural services, for the Project: Chinatown/North Beach Campus Schematic Design, at a cost not to exceed $25,000, for the period December 1, 1997 through June 30, 1998

B11 - Authorization for Contract Modification #1 with Basic Modular Facilities, to cover the cost of Change Order #1, for $8,668 for the Project: Conlan Hall Admissions and Records Alteration, located at Phelan Campus, for a total contract cost not to exceed $145,368, to be completed on or before January 3, 1998.

B12 - Authorization to contract with 1) Shun Kwai Mak, $3,000; 2) Gail Ong, $4,500; and 3) Alison Lee, $6,000 to provide technical assistance and program research and development for Garment 2000, School of Applied Science and Technology. Total not to exceed $13,500.

B13 - Authorization to (1) submit an application for funds and (2) appropriate funds receivable upon approval by the Private Industry Council of San Francisco (PIC) to conduct an Occupational Classroom Training Program under the provisions of the Job Training and Partnership Act for the period October 20, 1997 through June 30, 1998, City College of San Francisco, $3,750.

B14 - Authorization to enter into an Agreement with Joseph Newmyer for providing special services and advice in connection with the District’s Fiscal Review Commission, beginning in December 1997 at a rate not to
exceed $110 per hour plus any expenses, total amount not to exceed $5,000

B15 - Authorizing a building modification to the Student Union in the form of an exterior mural, the design of which is to be reviewed and approved by the Associated Students and the appropriate shared governance committees and recommended for final approval by the Chancellor, and authorizing a contract with Precita Eyes Mural Art Center for work related to the execution of such a mural, to be paid for out of Associated Student funds in an amount not to exceed $10,000

B16 - Authorization to renew the current contract with Pacific Bell for the provision of central office-based voice, voicemail and tandem network switching services (Centrex) from January 12, 1998 to January 12, 2000 at price of $28,086 per month.

B17 - Authorization to enter into an Agreement with Christina Serrano to provide special services and advice to City College Adolescent Pregnancy Prevention Program (C-CAPP) funded by the Federal Office of Population Affairs, beginning Oct.1997 at a rate of $23.00 per hour plus any expenses including travel, total amount not to exceed $39,510.

B18 - Authorization to enter into an Agreement with Robert Baillie to provide special services and advice to City College Adolescent Pregnancy Prevention Program (C-CAPP) funded by the Federal Office of Population Affairs, beginning Oct.1997 at a rate of $51.00 per hour plus any expenses including travel, total amount not to exceed $87,700.

Equipment, Supplies & Services (Pages 27-33)

C1 - Procurement of equipment, supplies, services, etc., less than $3,000

C2 - Procurement of equipment, supplies, services, etc., $3,000 or more

C3 - Acceptance of Gifts

C10 - Disposal of Personal Property With Insufficient Sales Value

Human Resources (Pages 34-71)

F1 - Appointment Educational Academic Administrator
F2 - Extending Appointment Interim Educational Academic Administrator

G1-11 - Academic Employees, Credit Program, District Funded

H1-5 - Academic Employees, Credit Program, Categorically Funded

J1-3 - Academic Employees, Non-Credit Programs, Categorically Funded

K1-2 - Academic Employees, Non-Credit Programs, District Funded

L1 - Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract

N1 - Academic Employees Community Services Classes, City College of San Francisco

Policies - (Pages 72-79)

P1 - Amending the San Francisco Community College District Policy Manual Sections 1.01 - Election and Membership, 1.02 - Organization of the Board, 1.03 - Officers - Duties, 1.04 - Committees, 1.05 - Meetings, and 1.06 - Time of Adjournment

Special - (Pages 80-88)

S1 - Discussing, Participating and Responding to Survey Conducted by the Association of Community College Trustees (ACCT)

S2 - Directing the Chancellor to Form a Task Force to Investigate the Need for Programs that Promote Educational and Employment Diversity

S3 - Adoption of CCSF Strategic Plan

S4 - Commemorating the 10th Anniversary of the signing of the Civil Liberties Act of 1988.

Informational Reports (page 89) No Action Necessary

XII. Requests to Speak
XIII. Adjournment

Members of the public shall have an opportunity to speak in accordance with Government Code 54954.3 and Education Code 72121.5.

Next Board Meeting Date: January 29, 1997
33 Gough Street
District Office
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-B1
Authorization to receive bid from and award contract to the firm of Basic Modular Facilities, Inc. for construction services for the Project: Batmale Hall Computer Lab Equipment Room Modification for Telecommunications, located at the Phelan Campus, for a total cost not to exceed $10,000, to be completed on or before January 31, 1998.

President and Members:

The District received qualified bid proposals from construction firms, including Minority Business Enterprise (MBE) firms and the District wishes to contract with the lowest responsible bidder, for the project: Batmale Hall Computer Lab Equipment Room Modification for Telecommunications, located at the Phelan Campus. The project consists of modifying the existing walls, cabinets, soffit, light fixtures, electrical outlets; replacing ceiling and floor tiles; installation of a new solid core door with metal frame; and installation of new electrical circuits.

This project will be paid for with the proceeds generated by the sale of General Obligation Bonds.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to receive bid from and award contract to the firm of Basic Modular Facilities for construction services for the Project: Batmale Hall Computer Lab Equipment Room Modification for Telecommunications, located at the Phelan Campus, for a total cost not to exceed $10,000, to be completed on or before January 31, 1998.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 971218-B2  
Authorization to accept and appropriate all receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52 funded by television access funds from the City of San Francisco, a total of $12,667.19  

President and Members:  
The City and County of San Francisco gives a portion of the TCI Cablevision franchise fee to support operations of the educational access Channel 52, currently operated by City College of San Francisco. These funds are given by the City and County of San Francisco to the Channel 52 account of the Foundation of City College of San Francisco. The funds are restricted to pay any operating expenses of Channel 52.  

The Foundation of City College of San Francisco will donate a total of $12,667.19.  

The following resolution is recommended for adoption:  

WHEREAS: The educational access channel offers students important distance-education opportunities, as well as a range of valuable educational services to the College and the San Francisco Community, and  

WHEREAS: The City and County of San Francisco has given $12,667.19 to the Foundation of City College of San Francisco for the purpose of operating an educational access channel to assist students and provide educational programming for the City of San Francisco.  

RESOLVED: That authorization be given to accept and appropriate all receivable funds from the Foundation of City College of San Francisco for the purpose of operating the educational access Channel 52 funded by television access funds from the City of San Francisco, a total of $12,667.19, and  

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.  

Recommended for adoption:  

Del M. Anderson  
Chancellor  

Originator: Jacqueline A. Shadko
Honorable Board of Trustees
San Francisco Community College District

Subject: Resolution No 971218-B3
Appropriating a Pregnancy Prevention Project grant of $270,000 from the Department of Health and Human Services, Office of Population Affairs to City College of San Francisco, Southeast Campus for Contractual services, purchase of materials, supplies, equipment telephone expenses, etc.

President and Members:

The U.S. Department of Health and Human Services, Office of Population Affairs has awarded a grant to City College of San Francisco, Southeast Campus in the amount of $270,000 (Resolution No: 971039-B36) for contractual services, equipment, supplies and expenses for the operation of the City College Adolescent Pregnancy Prevention Program (C-CAPP) a teen pregnancy prevention program that will train CCSF students to provide educational, counseling and referral services to students attending SFUSD middle and high schools. This program will hire and train City College students as peer health educators who became parents when they were teenagers.

The total grant of $270,000 requires an in kind match from the San Francisco Community College District in the form of office space, as well as classroom and meeting space on an as needed basis. These accommodations will be made available at the Evans and Southeast Campuses. No additional matching funds are required to carry out the grant. The following are partners in the project: San Francisco Unified School District, San Francisco Health Department, San Francisco Youth Guidance Center, University of California, San Francisco, San Francisco State University, and the Oregon Advanced Technology Consortium.

In Kind Match Expenditures
Office Space, conference room, classrooms, Computer lab (Southeast and Evans Campus) $30,050

Expenditures:
Academic Salaries:
Department Head (non-instructional) 6,600

Consultant Services
Project Consultant Management/Coordinator 87,700
Health Education Consultant 39,510
Student Peer Health Educators 72,600
Sub Total: 206,410

12/18/97 - B3 page 1
Equipment, Materials, Postage and Supplies     25,190

Other Contractual Services:
Spot 52 Productions, Video Production      13,500
CAMI Consulting, Evaluation Services      11,500
Indirect Cost          13,400

Grand Total:       270,000

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to appropriate the grant of $270,000 from the Department of Health and Human Services, Office of Population Affairs to City College of San Francisco, Southeast Campus for Contractual services, purchase of materials, supplies, equipment telephone expenses, etc.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to deposit to and expend from a separate commercial bank account at the Wells Fargo Bank, the amounts appropriated for the program in accordance with the federal regulations governing the program.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del Anderson
Chancellor

Originator: Bernice Brown
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 971218-B4  
Authorization to extend the current contract with NBGS III, INC., aka New Boston Systems aka Toner Consulting to provide system administration consultation to City College’s Information Technology Service Department (ITS) technical staff at a cost not to exceed $10,000 for the period from January 1, 1998 to June 30, 1998.

President and Members:

By Resolution Nos. 961121-B11, 970227-B14 and 970626-B1, the Board of Trustees authorized a contract and extensions with NBGS III, Inc., aka New Boston Systems aka Toner Consulting to provide system administration consultation for the College’s Hewlett Packard computer system. The Information Technology Services (ITS) Department had been without a Hewlett Packard Unix (HPUX) system administrator since November, 1996. However, during the Fall 1997 semester, the ITS Department has promoted two staff members to fill system administration needs for the College. During the Spring 1998 semester, the ITS Department must perform several upgrades: a planned hardware upgrade on its new production server (Gold) to migrate from model T520 to model T600, and two operating systems upgrades on the FOG and BAY servers to bring the operating systems up to date from HPUX version 9.04 to 10.20. To ensure the least amount of interruption of services, HPUX system administration consultation services are required to expedite the three upgrade processes. The amount authorized under Resolution 970626-B1 was $40,000. This resolution requests authorization for an additional $10,000, resulting in a total of $50,000 for this fiscal year.

Funding for this resolution will be from the existing ITS Department budget.

RESOLVED: That authorization be and is hereby given to extend the current contractual agreement for consulting services with NBGS III, INC., aka New Boston Systems aka Toner Consulting to provide system administration consultation to City College’s Information Technology Service Department (ITS) technical staff at a cost not to exceed $10,000 for the period from January 1, 1998 through June 30, 1998.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees, are hereby authorized to execute any and all documents on behalf of the San Francisco Community College District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Mamie How
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No: 971218-B5
Authorization to (1) submit an application for a grant and to (2) appropriate all funds upon approval by the National Science Foundation to establish “Enhancement of Community College Chemistry Curricula Using Networked Computers” through the City College of San Francisco Chemistry Department for the period of July 1, 1998 to June 30, 2000 in the amount not to exceed $40,578

President and Members:

The goal of this project is to enhance chemistry curricula through the use of interactive exercises on the World Wide Web and to incorporate resources available on the internet, including tutorials to reinforce lecture topics. The grant will provide for the purchase of network computers, one printer and one projector, to be used in the Science Building after the building is wired.

There is additional space required. City College of San Francisco will provide $40,578 cash contribution for equipment. City College of San Francisco is the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to submit an application for a grant and to (2) appropriate all funds upon approval by the National Science Foundation to establish Enhancement of Community College Chemistry Curricula Using Networked Computers through the CCSF Chemistry Department for the period of July 1, 1998 to June 30, 2000 in the amount not to exceed $40,578

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Gabriner

12/18/97 - B5 page 1
Subject: Resolution No. 971218-B6
Authorization to A) establish a Center for Habitat Restoration (CHR) at City College of San Francisco and B) to accept $5,600 from the Port of San Francisco and $10,000 from the REBRAC grant to finance the Center; and C) authorization to contract with Kenneth C. Entlinger to serve as Interim CHR Coordinator for the period January 1, 1998, to June 30, 1998, in the amount not to exceed $8,100 and D) to contract with Damien Raffa to serve as Interim Pier 98 Coordinator for the period January 1, 1998, to June 30, 1998, in the amount not to exceed $5,400.

President and Members:

This resolution seeks Board approval for the establishment of a Center for Habitat Restoration (CHR) at City College. This center will (1) unify the environmental efforts of the Biology, Engineering and Horticulture departments as well as coordinate these activities with work in other departments and (2) provide transfer education in applied ecological sciences and (3) provide a mechanism for students to be paid for addressing environmental problems and (4) coordinate course work, internships and volunteer activities at City College with the GGNRA, San Francisco Park and Recreation, Port of San Francisco, SLUG and other public agencies.

The new center will be housed in the Biology Department and will be guided by an advisory group composed of faculty from the above-named departments as well as representatives from the cooperating public agencies. The CHR coordinator of the Center will report to the chair of Biology and the Dean of Science and Math. Project coordinators and student interns will work under the CHR Coordinator. The first project coordinator to be appointed will be the Pier 98 Coordinator to work on the imminent conversion of Pier 98 to wetlands and community use.

The Center will be entirely grant-funded as far as personnel are concerned. City College would provide office space and logistic support in the form of existing computer equipment, phone service and utilities. This resolution also authorizes the acceptance of $5,600 from the Port of San Francisco and $10,000 from the REBRAC grant to finance the Center to be dispersed as follows:
Expenditures

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supplies</td>
<td>$ 852</td>
</tr>
<tr>
<td>CHR Consultants</td>
<td>8,100</td>
</tr>
<tr>
<td>Pier 98 Consultants</td>
<td>5,400</td>
</tr>
<tr>
<td>CCSF Administrative Cost(8%)</td>
<td>1,248</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$15,600</strong></td>
</tr>
</tbody>
</table>

This resolution also seeks Board authorization to contract with Kenneth C. Entlinger to serve as Interim CHR Coordinator for the period January 1, 1998, to June 30, 1998, in the amount not to exceed $8,100 and to contract with Damien Raffa to serve as Pier 98 Coordinator for the period January 1, 1998, to June 30, 1998, in the amount not to exceed $5,400.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to A) establish a Center for Habitat Restoration (CHR) at City College of San Francisco and B) to accept $5,600 from the Port of San Francisco and $10,000 from the REBRAC grant to finance the Center; and C) authorization to contract with Kenneth C. Entlinger to serve as Interim CHR Coordinator for the period January 1, 1998, to June 30, 1998, in the amount not to exceed $8,100 and D) to contract with Damien Raffa to serve as Interim Pier 98 Coordinator for the period January 1, 1998, to June 30, 1998, in the amount not to exceed $5,400

AND BE IT FURTHER RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Robert Manlove
Honorable Governing Board of the
San Francisco Community College District

Subject: Resolution No. 971218-B7

Authorization to 1) contract with Mr. Richard Lack to provide safety and health training for the San Francisco Airport Commission (SFAC) Project for the period December 1, 1997 through June 30, 1998 in the amount not to exceed $27,000; 2) contract with Dr. Patrick Cheng to provide injury prevention and training for the SFAC, January 1, 1998 to June 30, 1998 in the amount not to exceed $18,000.

President and Members:

On July 31, 1997, the Board of Trustees approved Resolution 970731-B23 authorizing funds from the SFAC to provide health and safety training workshops. To execute this contract, City College of San Francisco needs to draw upon the expertise of specialists from this field.

The Office of Contract Education wishes to retain the special services of Mr. Richard Lack and Dr. Patrick Cheng. Both Mr. Lack and Dr. Cheng have been selected on the basis of their knowledge of the airport operation and extensive experience in conducting specialized safety training for the SFAC.

Mr. Richard Lack has over 20 years of experience working for the SFAC as the Safety Coordinator. He retired in August 1997. Dr. Cheng is a Chiropractor licensed to practice in the State of California. His expertise is injury prevention and treatment.

The funds for the contract are from the SFAC Training contract. No District matching funds are required.

The following resolution is recommended for adoption:

RESOLVED: That authorization is hereby given to 1) contract with Mr. Richard Lack to provide safety and health training for the San Francisco Airport Commission (SFAC) Project for the period December 1, 1997 through June 30, 1998 in the amount not to exceed $27,000; 2) contract with Dr. Patrick Cheng to provide injury prevention and training for the SFAC, January 1, 1998 to June 30, 1998 in the amount not to exceed $18,000.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Judy Teng
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-B8
Authorization to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, CalWORKs Funding, July 1, 1997 to June 30, 1998, not to exceed $1,896,322.

President and Members:

In response to federal welfare reform, California redesigned its welfare system, naming the new program the California Work Opportunities and Responsibility to Kids program - CalWORKs. Based on the unduplicated number of AFDC welfare recipients who were enrolled at CCSF in 1995-96, the District is eligible to receive $1,896,322. The purpose of the CalWORKs funding is to develop, redesign and expand existing services and instruction for CalWORKs recipients at CCSF. These funds cannot be used to supplant existing programs and services. CalWORKs funding will provide services to current students who meet the requirements of the CalWORKs program and new students who will be referred by the San Francisco Department of Human Services.

Per State recommendations, CCSF will expend 8% of its allocation on curriculum development and redesign, 8% on coordination and 8% on job development/job placement based on local needs. Twenty-eight percent of the allocation will be expended on Work Study and 48% on child care.

No District matching funds are required.

Income From State Sources:

Chancellor's Office California Community Colleges, CalWORKs Funding $1,896,322

Expenditures:

Academic Salaries $359,518
Classified Salaries 854,966
Employee Benefits 246,715

12/18/97 - B8 page 1
The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to (1) submit an application for funds and (2) appropriate all funds receivable upon approval by Chancellor's Office California Community Colleges, CalWORKs Funding, July 1, 1997 to June 30, 1998, not to exceed $1,896,322.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis G. McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-B9
Authorization to contract, with ESS Architects, a certified woman owned firm, for special services and advice to provide the District with architectural and engineering services, for the Project: Smith Hall Electrical Upgrade and Space Planning, to be completed on or before January 31, 1998 at a cost not to exceed $5,000.

President and Members:

The District wishes to contract with ESS Architects, a certified woman owned firm, to provide a survey of electrical power problems, schematic diagrams, and a construction cost estimate for upgrades, solutions and recommendations for Smith Hall. The contract would also generate a space plan, to achieve optimum traffic flow.

This project will be paid for with the proceeds generated by the sale of General Obligation Bonds.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to contract, with ESS Architects, a certified woman owned firm, for special services and advice to provide the District with architectural and engineering services, for the Project: Smith Hall Electrical Upgrade and Space Planning, to be completed on or before January 31, 1998 at a cost not to exceed $5,000.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Subject: Resolution No. 971218-B10
Authorization to contract with Gordon Chong Associates, for special services and advice to provide the District with architectural services, for the Project: Chinatown/North Beach Campus Schematic Design, at a cost not to exceed $25,000, for the period December 1, 1997 through June 30, 1998

President and Members:

The District wishes to contract with Gordon Chong Associates, to provide schematic design services, for the Project: Chinatown/North Beach Campus Schematic Design. The scope of work will include: schematic design services, floor plans and exterior elevations, for a new Chinatown/North Beach Campus to be located at 1 Columbus Avenue and 53-55 Columbus Avenue, San Francisco. These plans which depict building volumes are necessary to comply with the requirements of the California Environmental Quality Act (CEQA). The District must complete this compliance process as part of the process of acquiring these parcels.

This project will be paid for with the proceeds generated by the sale of General Obligation Bonds.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given to contract with Gordon Chong Associates, for special services and advice to provide the District with architectural services, for the Project: Chinatown/North Beach Campus Schematic Design, at a cost not to exceed $25,000

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-B11
Authorization for Contract Modification #1 with Basic Modular Facilities, to cover the cost of Change Order #1, for $8,668 for the Project: Conlan Hall Admissions and Records Alteration, located at Phelan Campus, for a total contract cost not to exceed $145,368, to be completed on or before January 3, 1998.

President and Members:

Resolution 970828-B6 authorized the District to contract with Basic Modular Facilities for construction services for the project: Conlan Hall Admissions and Records Alteration, for a cost of $136,700. The project consists of constructing two staff training rooms, upgrading electrical power and telecommunications wiring, replacing cabinets and performing fire safety upgrades.

This Change Order #1 for, Contract Modification #1, in the amount of $8,668, includes the following:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Additional cost for two wall mounted service counter units with cubbies</td>
<td>$7,362</td>
</tr>
<tr>
<td>and resurfacing of existing service counter at Conlan Hall, Room 107</td>
<td></td>
</tr>
<tr>
<td>(b) Additional cost for installation of four new heavy duty casters for</td>
<td>$1,306</td>
</tr>
<tr>
<td>existing storage cabinets and relaminate exposed surfaces of three existing</td>
<td></td>
</tr>
<tr>
<td>storage cabinets</td>
<td></td>
</tr>
<tr>
<td>Total cost for Change Order #1, Contract Modification #1</td>
<td>$8,668</td>
</tr>
</tbody>
</table>

Total cost of Contract Modification #1 is $8,668 and will make the total contract amount $145,368.

This project will be paid for with the proceeds generated by the sale of the General Obligation Bond Funds.

The following resolution is recommended for adoption:

RESOLVED: That authorization be and is hereby given for Contract Modification #1 with Basic Modular Facilities, to cover the cost of Change Order #1, for $8,668 for the Project: Conlan Hall Admissions and Records Alteration, located at Phelan Campus, for a total contract cost not to exceed $145,368, to be completed on or before January 3, 1998.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Peter A. Goldstein
Charles E. Jackson
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-B12
Authorization to contract with 1) Shun Kwai Mak, $3,000; 2) Gail Ong, $4,500; and 3) Alison Lee, $6,000 to provide technical assistance and program research and development for Garment 2000, School of Applied Science and Technology. Total not to exceed $13,500.

President and Members:

The Board of Trustees approved Board Resolutions (970424-B26, and 970626-B14) appropriating funds for Garment 2000 to establish a model program within the apparel sector on how community colleges can collaborate with industry and labor to promote economic development and growth. To execute this program City College needs to draw upon the expertise of specialist from within the apparel industry and the field of labor research and analysis. Therefore, Garment 2000 would like to hire the following persons as consultants to provide technical assistance, program research and development, and other authorized duties. Consultants are to be compensated at rates not to exceed the prevailing standards within the apparel industry and those determined by the contracts City College has with its employees. The name, scope of work, period of service, and maximum amount of each contract are as follows:

1. Shun Kwai Mak. Develop the "Portnoff Method" of training sewing machine operators. Conduct training sessions as required, conduct demonstrations to Sewing Contractors, provide on-site development. Oversee the production of a video demonstrating this method. Develop a Modular Demonstration Team and train members in the skills needed to operate a Modular Sewing Unit. For the period January 1, 1998 through March 31, 1998. Not to exceed $3,000.


3. Alison Lee. Develop the Gerber Cad Cam Project. Develop the training manuals needed for this special program. Organize the training sessions. Canvas the San Francisco Fashion Industry
to recruit trainees for the Gerber Cad Cam training. Conduct workshops on how to operate Gerber Cad Cam programs. For the period January 1, 1998 through March 31, 1998. Not to exceed $6,000.

Funding for these contracts are from the following grants awarded to Garment 2000: U. S. Department of Labor and American Association of Community Colleges.

No District matching funds are required.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby Authorization to contract with 1) Shun Kwai Mak, $3,000; 2) Gail Ong, $4,500; and 3) Alison Lee, $6,000 to provide technical assistance and program research and development for Garment 2000, School of Applied Science and Technology. Total not to exceed $13,500.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del Anderson
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-B13
Authorization to (1) submit an application for funds and (2) appropriate funds receivable upon approval by the Private Industry Council of San Francisco (PIC) to conduct an Occupational Classroom Training Program under the provisions of the Job Training and Partnership Act for the period October 20, 1997 through June 30, 1998, City College of San Francisco, $3,750.

President and Members:

Since FY 1983-84, the Private Industry Council of San Francisco (PIC) has funded job preparation programs at the John Adams Campus, which include participant recruitment and selection, testing, employment counseling, classroom training, support services, and job placement. For the period of October 20, 1997, through June 30, 1998, the District has submitted a proposal to fund an occupational classroom training program for English-speaking laid-off workers in the areas of microcomputer business applications, computerized accounting, and computer-based office technology. This would be paid for with Title III Economic Dislocation Workers Adjustment Assistance (EDWAA) funds totaling $3,750.

The PIC subcontract will be from October 20, 1997, through June 30, 1998, totaling $3,750.

No District matching funds are required.

Federal Income from Local Sources:

Private Industry Council of San Francisco
Job Training and Partnership Act
Title III (EDWAA)
Allocation $3,750

Expenditures:

Classified Salaries 2,233
Academic Salaries 545
Employee Benefits 83
Supplies and Materials 611
Indirect Cost (for CCSF) 278
Total $3,750
The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees, are hereby authorized to (1) submit an application for funds, and (2) appropriate funds receivable upon approval by the Private Industry Council of San Francisco (PIC) to conduct an Occupational Classroom Training Program under the provisions of the Job Training and Partnership Act for the period October 20, 1997 through June 30, 1998, City College of San Francisco, $3,750

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their Designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Phyllis McGuire
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-B14
Authorization to enter into an Agreement with Joseph Newmyer for providing special services and advice in connection with the District’s Fiscal Review Commission, beginning in December 1997 at a rate of $110 per hour plus any expenses, total amount not to exceed $5,000

President and Members:

WHEREAS: On November 19, 1997, the San Francisco Community College District announced the formation of a three-person Fiscal Review Commission to conduct public meetings to review the District’s fiscal condition;

WHEREAS: Joseph Newmyer, former Vice-Chancellor for Fiscal Policy, Chancellor’s Office, California Community Colleges, has been chosen as an outside, independent facilitator to convene the Fiscal Review Commission;

WHEREAS: California Government Code Section 53060 reads in relevant part as follows: “The legislative body of any public or municipal corporation or district may contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial, economic, accounting, engineering, legal, or administrative matters if such persons are especially trained and experienced and competent to perform the special services required.”

THEREFORE, BE IT RESOLVED: That the San Francisco Community College District, pursuant to Government Code Section 53060, is authorized to enter into an Agreement with Joseph Newmyer, as an independent contractor, to provide special services and advice in connection with the District’s Fiscal Review Commission, beginning in December 1997 at a rate of $110 per hour plus any expenses; total amount not to exceed $5,000 and
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee, are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for Adoption:

Del M. Anderson
Chancellor

Originator: Peter Goldstein
Honorable Board of Trustees of the 
San Francisco Community College District

Subject: Resolution No. 971218-B15

Authorizing a building modification to the Student Union in the form of an exterior mural, the design of which is to be reviewed and approved by the Associated Students and the appropriate shared governance committees and recommended for final approval by the Chancellor, and authorizing a contract with Precita Eyes Mural Arts Center for work related to the execution of such a mural, to be paid for out of Associated Student funds in an amount not to exceed $10,000.

President and Members:

The Associated Student Council (Phelan Campus) has initiated a collaborative project with the Precita Eyes Mural Art Center which would culminate in a mural on the exterior face of the Student Union which would depict the diversity of City College and San Francisco. The images of diversity are to include, but are not limited to, diversity of age, race, class, gender, sexual orientation and physical ability.

The Associated Students has approved an expenditure of up to $10,000 from the Associated Students funds to pay Precita Eyes Mural Art Center for its work related to the execution of such a mural. The following shared governance committees have approved in concept the idea of an exterior mural on the Student Union: the Works of Art Committee and the Facilities Review Committee. No district matching funds are required.

The following resolution is recommended for adoption:

RESOLVED: That the Board of Trustees hereby authorizes a building modification to the Student Union in the form of an exterior mural, the design of which is to be reviewed and approved by the Associated Students and the Works of Arts Committee and recommended for final approval by the Chancellor, and authorizing a contract with Precita Eyes Mural Art Center for work related to the execution of such a mural, to be paid for out of Associated Student funds in an amount not to exceed $10,000, and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute such a contract on behalf of the Associated Students of City College

Recommended for Adoption:
Del M. Anderson, Chancellor

Originator: Stephen J. Herman
ADDITION 12/12/97

Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. B971218-B16
Authorization to renew the current contract with Pacific Bell for the provision of central office-based voice, voicemail and tandem network switching services (Centrex) from January 12, 1998 to January 12, 2000 at price of $28,086 per month.

President and Members:

The District’s first master agreement with Pacific Bell for the provision, installation, and maintenance of the telecommunications services was in effect for five years and expired on January 12, 1995. By Resolution No. 950126 - B26 the Board of Trustees approved a renewal of the contract to provide Centrex services through January 12, 1998. As Pac Bell is willing to extend our contract for an additional two years at the current monthly rate, the administration is presenting a new two-year agreement with Pacific Bell to the Board of Trustees for its approval. After the expiration of the current contract the District’s monthly rate would increase by $10,000 if a contract is not in place.

RESOLVED: That authorization be and is hereby given to renew the current contract with Pacific Bell for the provision of central office-based voice, voicemail and tandem network switching services (Centrex) from January 12, 1998 to January 12, 2000 at price of $28,086 per month.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Mamie How
Subject: Resolution No.971218-B17
Authorization to enter into an Agreement with Christina Serrano to provide special services and advice to City College Adolescent Pregnancy Prevention Program (C-CAPP) funded by the Federal Office of Population Affairs, beginning Oct. 1997 at a rate of $23.00 per hour plus any expenses including travel, total amount not to exceed $39,510.

President and Members:

WHEREAS: On October 30, 1997, the San Francisco Community College District adopted Resolution No. 971030-B36 to accept a grant from the Federal Office of Population Affairs to conduct a teen pregnancy prevention program involving peer health educators from the Southeast Campus of City College of San Francisco;

WHEREAS: Christina Serrano, provided training and supervision for UCSF Peer Counselor Program a comprehensive primary pregnancy prevention program within the San Francisco Unified School District;

WHEREAS: California Government Code Section 53060 reads in relevant part as follows: “The legislative body of any public or municipal corporation or district may contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial economic, accounting, engineering, legal or administrative matters if such persons are especially trained and experienced and competent to perform the special services required.”

THEREFORE BE IT RESOLVED: That the San Francisco Community College District, pursuant to Government Code Section 53060, is authorized to enter into an Agreement with Christina Serrano, as an independent contractor to provide special services and advice in connection with the District’s City College Adolescent Pregnancy Prevention Program, beginning October 1997 at a rate of $23.00 per hour plus any expenses; total amount not to exceed $39,510.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee, are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommend for Adoption:

Del M. Anderson
Chancellor

Originator: Bernice Brown
ADDITION 12/15/97

Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-B18
Authorization to enter into an Agreement with Robert Baillie to provide special services and advice to City College Adolescent Pregnancy Prevention Program (C-CAPP) funded by the Federal Office of Population Affairs, beginning Oct.1997 at a rate of $51.00 per hour plus any expenses including travel, total amount not to exceed $87,700.

President and Members:

WHEREAS: On October 30, 1997, the San Francisco Community College District adopted Resolution No. 971030-B36 to accept a grant from the Federal Office of Population Affairs to conduct a teen pregnancy prevention program involving peer health educators from the Southeast Campus of City College of San Francisco;

WHEREAS: Robert W. Baillie, former project director of UCSF Peer Counselor Program developed, implemented, coordinated and administered a comprehensive primary pregnancy prevention program within the San Francisco Unified School District;

WHEREAS: California Government Code Section 53060 reads in relevant part as follows: “The legislative body of any public or municipal corporation or district may contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial economic, accounting, engineering, legal or administrative matters if such persons are especially trained and experienced and competent to perform the special services required.”

THEREFORE BE IT RESOLVED: That the San Francisco Community College District, pursuant to Government Code Section 53060, is authorized to enter into an Agreement with Robert W. Baillie, as an independent contractor to provide special services and advice in connection with the District’s City College Adolescent Pregnancy Prevention Program, beginning October 1997 at a rate of $51.00 per hour plus any expenses; total amount not to exceed $87,700.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee, are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Recommend for Adoption:

Del M. Anderson
Chancellor

Originator: Bernice Brown
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-C1
    Procurement of equipment, supplies, services, etc., less than $3,000

President and Members:

Listed below are encumbrances for equipment, supplies, and services in individual amounts of less than $3,000. Investigation indicates that they are necessary for the conduct of the schools, and therefore are recommended for approval of the Board of Trustees. It is certified that the items listed below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, etc., totaling $238,887.52 individual amounts of less than $3,000 not heretofore approved as summarized and detailed below:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Payments</td>
<td>$ 29,690.75</td>
</tr>
<tr>
<td>Purchase Orders</td>
<td>175,972.53</td>
</tr>
<tr>
<td>Travel/Mileage</td>
<td>33,224.24</td>
</tr>
<tr>
<td>GRAND TOTAL:</td>
<td>$ 238,887.52</td>
</tr>
</tbody>
</table>

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-C2
Procurement of equipment, supplies,
services, etc., more than $3,000

President and Members:

The following departmental requests for the purchase of supplies, equipment, and services have been received. Investigation indicates that they are necessary for the conduct of the schools, and therefore are recommended for approval of the Board of Trustees. It is certified that the items listed below are in accord with the Board of Trustees policy and that funds are available to cover payment.

RESOLVED: That approval be and is hereby given for the procurement of the equipment, supplies, services, as detailed in the attached Exhibit “A”.

GRAND TOTAL: $822,358.21

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-C3
Acceptance of Gifts

1) Twenty Welding Gas Sets
2) Hospital Bed

SFCCD Policy Manual Section 8.08 Acceptance of Gifts provides that (1) motor vehicles, (2) aircraft, (3) cash, (4) securities, (5) precious stones, (6) precious metals, and (7) goods other than (1) to (6) above, with a market value exceeding $1,500 be accepted by the SFCCD by a governing board resolution.

From time to time an item is offered as a gift to the SFCCD to be used for educational purposes.

The following resolution is recommended for adoption:

WHEREAS: the SFCCD has been tendered the following as gifts:

1. Description: Twenty welding gas sets
   Donor: San Francisco International Airport
   Beneficiary: Art Department
   Market Value Declared by Donor: $8,800

2. Description: Hospital Bed
   Donor: Golden Years Medical Inc.
   Beneficiary: Certified Nurses Assistant Program
   Market Value Declared by Donor: $875.00
WHEREAS: Frances Lee, Provost declares that these gifts will enhance the instructional program of the San Francisco Community College District for and in the name of the San Francisco Community College District.

FURTHER BE IT RESOLVED: That upon transfer of legal title of these gifts described above, the Secretary of the Governing Board is directed to notify the donor of the acceptance of the gifts by the governing board.

Recommended for adoption:

Del M. Anderson  
Chancellor  

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-C10
Disposal of Personal Property With
Insufficient Sales Value

President and Members:

It has been determined that the property listed below is in unsatisfactory and
unserviceable condition, and is of insufficient value to defray cost of arranging a sale. It
is recommended that the property be disposed of in the local public dump.

<table>
<thead>
<tr>
<th>Asset No.</th>
<th>Description</th>
<th>Mfr./Model</th>
<th>Acq. Date</th>
<th>Orig. Cost</th>
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<td>$Unknown</td>
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</table>

California Education Code Section 81452 reads in part as follows: “(c) If the
board, by a unanimous vote of those members present, finds that the property is of
insufficient value to defray the cost of arranging a sale, . . . it may be disposed of in the
local public dump”.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, Chief Operating Officer, and/or their
designee are hereby authorize that the properties listed in Attachment “A” be disposed
of in the local public dump.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218 - F1
Appointment Educational Academic
Administrator City College of San Francisco

President and Members:

Resolution No. 971218 - F1 covers an educational academic administrative appointment for the Dean, John Adams Campus/School of Health and Physical Education (Office of the Provost). Board of Trustees’ approval is required.

RESOLVED: That effective, January 1, 1998, LINDA SQUIRES-GROHE be appointed as Dean, John Adams Campus/School of Health and Physical Education (Office of the Provost), City College of San Francisco. Salary shall be in accordance with the 1997/98 Management Salary Schedule, Classification C, Dean II/Director.

Recommended for Adoption

Del M. Anderson
Chancellor

Originator: Clara Starr
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218 - F2
Extending Appointment
Interim Educational Academic Administrator
City College of San Francisco

President and Members:

Resolution No. 971218 - F2 extends an interim educational academic administrative appointment for the Interim Dean, Vocational Education and the School of Applied Sciences and Technology (Office of the Provost). Board of Trustees’ approval is required.

RESOLVED: That effective January 1, 1998 through April 24, 1998, or until a permanent dean is hired, whichever occurs first, PHYLLIS MCGUIRE’s appointment as Interim Dean, Vocational Education and the School of Applied Sciences and Technology (Office of the Provost) be extended. Salary shall be in accordance with the 1997-98 Management Salary Schedule, Classification C, Dean II/Director.

Recommended for Adoption:

Del M. Anderson

Originator: Clara Starr
Honorable Board of Trustees of the  
City College of San Francisco District  

Subject: Resolution No. 971218-L1  
Amending employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (c) termination of the amendment to employment contract.

President and Members:

The Board of Trustees by Resolution No. 791120-B1 has made available to its employees the provisions of Section 403(b) of the United States Internal Revenue Code and Section 17501 of the California Revenue and Taxation Code.

Employees of the San Francisco Community College District may enter into an amendment of their employment contracts for the purpose of effecting a reduction in the salaries paid to such employees, and that for each employee who voluntarily elects to accept such reduction in his or her salary, the San Francisco Community College District shall, as directed by such employee, a) purchase, with an amount equal to the reduction in salary, a nontransferable annuity contract issued by an insurance company selected by the employee concerned, or (b) contribute an amount equal to such reduction in salary to a custodial account of a custodian selected by the employee, in which all rights under said custodial account shall be exercisable by the employee concerned.

The following rectifying resolution is recommended for adoption:

RESOLVED: That the Board of Trustees of the San Francisco Community college amend employment contract for the purpose of (a) purchasing tax sheltered annuities, (b) contributing to tax sheltered custodial accounts, for those employees requesting such purchases or contributions, and (C)termination of the amendment to employment contract, complying with the provisions of Section 403(b) of the United States Internal Revenue Code, and Section 17501 of the California Revenue and Taxation Code.
### a) INSURANCE COMPANIES

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<th>INSURANCE COMPANIES</th>
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<td>Mass General Life</td>
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T. Rowe Price Mutual Fund  44246  150.00
Vanguard Mutual Funds  40776  1000.00
Vanguard Mutual Funds  54570  455.00
Vanguard Mutual Funds  26954  300.00

BI-WEEKLY

c) TERMINATION/CANCELLATIONS

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<td>55548</td>
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FURTHER IT BE RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designees are hereby authorized to purchase such annuity contracts or contribute to such custodial accounts, subject to ratification by the Board of Trustees.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: James Kendrix
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218-P1
Amending the San Francisco Community College District Policy Manual Sections 1.01 - Election and Membership, 1.02 - Organization of the Board, 1.03 - Officers - Duties, 1.04 - Committees, 1.05 - Meetings, and 1.06 - Time of Adjournment

President and Members:

San Francisco Community College District Policy Manual Section 1.05 D reads in part as follows: “Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting…”

WHEREAS: Notice was given at a prior meeting (November 20, 1997) of the Board of Trustees of the San Francisco Community College District that proposed amendments to the San Francisco Community College Policy Manual Sections 1.01, 1.02, 1.03, 1.04, 1.05, and 1.06 would be acted upon at a subsequent meeting of the Board of Trustees;

RESOLVED: That the San Francisco Community College District Policy Manual Sections 1.01 - Election and Membership, 1.02 - Organization of the Board, 1.03 - Officers - Duties, 1.04 - Committees, 1.05 - Meetings, and 1.06 - Time of Adjournment be amended to read as follows: (Note: Additions or substitutions are indicated by **bold** and *italics* and deletions are indicated by strikeout.)

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Ronald Lee
"Notwithstanding the provisions of Section 5.100 or of any other provisions of this charter, on and after August 8, 1972, the community college district of the city and county shall be under the control and management of a board of education, hereinafter referred to as the governing board of said district, composed of seven members who are not members of the board of education of the unified school district of the city and county and who shall be elected at large by vote of the electors as in this section provided and who shall be subject to recall, and to suspensions or removal in the same manner as elective officers, as provided by this charter. The compensation of each member shall be one hundred dollars ($100) per month.

"At a special municipal election to be consolidated with the direct primary in 1972 there shall be elected seven members of the governing board of the community college district of the city and county. The term of each member shall be four years; provided, however, that the respective terms of office of the members first elected shall commence at twelve o'clock noon on the 8th day of August, 1972, and shall expire as follows: the respective terms of office of the four members receiving the highest number of votes respectively at said election shall expire at twelve o'clock noon on the 8th day of January, 1977; the respective terms of office of the three members receiving the next highest number of votes respectively shall expire at twelve o'clock noon on the 8th day of January, 1975.

"At the general election in 1974 there shall be elected three members of the governing board of the community college district of the city and county to succeed those members thereof whose respective terms of office expire on the 8th day of January, 1975, and at the general election in each fourth year after 1974, the successors to said three members of the governing board of the community college district shall be elected, and at the general election in 1976 there shall be elected four members of the governing board of the community college district of the city and county to succeed those members thereof whose respective terms of office expire on the 8th day of January, 1977, and at the general election in each fourth year after 1976, the successors to said four members of the governing board of the community college district of the city and county shall be elected. Except as set forth herein all terms of office of members of the governing board of the community college district of the city and county shall commence at twelve o'clock noon on the 8th day of January following the date of their election.

“The Community College District shall be under the control and management of a Governing Board composed of seven members who shall be elected by the voters of the Community College District. A student representative shall serve on
the Governing Board in accordance with state law. No member of this Board shall be eligible to serve on the Board of Education. Vacancies occurring on the Governing Board shall be filled for the unexpired term by the Mayor. The compensation for each member shall be $500 per month. The terms of office in effect for Board members on the date this Charter is adopted [adopted November 7, 1995] shall continue.” The Board may alternatively be referred to as the Board of Trustees or as the Governing Board.

B. COSTS OF CANDIDATE’S STATEMENTS AND OTHER MATERIALS

The San Francisco Community College District shall assume no responsibility nor any financial obligation to the Registrar of Voters of the City and County of San Francisco or to any person who may be a candidate for election to the Governing Board of the San Francisco Community College District in regard to statements or other materials related to election purposes, pursuant to Section 10012 13307 of the State California Elections Code.

PM 1.02 ORGANIZATION OF THE BOARD

The organization of the Board shall be established at its first meeting on or after August 8, 1972, and thereafter in accordance with Education Code Section 72125 72000. The Governing Board shall hold an annual organizational meeting on a day within the period of January 8 and January 31, inclusive. At the annual organizational meeting, the Board shall organize by electing a president and vice-president from its members.

PM 1.03 OFFICERS - DUTIES

Officers of the Board shall consist of a President and Vice President and their election shall be by Aye or No vote.

It shall be the duty of the President to call and to preside at all meetings of the Board, to appoint the chairmen chairpersons of special and standing committees, and to perform such other duties as the law may require or the Board order.

It shall be the duty of the Vice President to perform all the duties of the President in case of absence or incapacity of that officer.

Any officer of the Board may be removed from office by a majority vote of the membership of the Board.

The Chancellor/Superintendent shall serve ex-officio as Secretary of the Board. The Chancellor shall conduct the official correspondence of the Governing Board. He and shall prepare, in conjunction with the Board President, the agenda and act as
custodian of the records of all actions of the Governing Board. He The Chancellor shall notify all members of special meetings and shall furnish such other notices as required by law or by Board regulations.

PM 1.04 COMMITTEES

Committee of the Whole. All members of the Governing Board of Trustees shall be members of the Committee of the Whole. This committee shall have power to consider and report upon any matters which require committee attention and action and without reference to any other standing or special committee of the Board. It may also consider reports from other committees of the Board. The President of the Board shall appoint a member to chair the Committee of the Whole.

Special Standing Committees of the Board may be appointed by the President or chosen by vote of the Board. The functions of all such committees shall be fact finding, deliberative and advisory, but never legislative or administrative. All such committees shall consult with the Chancellor/Superintendent and report to the Governing Board.

Meetings of Special Standing Committees of the Board, including the Committee of the Whole, may be called at any time by the chairman chair or upon written demand of two members of the committee.

Meetings of the committees shall be given public notice and shall be open to the public under the same conditions as required by law for meetings of the Board.

The President and Vice President of the Board and the Chancellor/Superintendent shall be ex-officio members of all standing committees without the right to vote. However, the Chancellor/Superintendent shall not be a member of any standing committees where his/her tenure or salary is under discussion.

Committees shall consider matters which have been referred to them by the Board or which have been decided upon by a majority of the committee. In the latter case, the Board shall then be notified of the proposed study, which shall be approved by the Board.

Committee recommendations shall be submitted to the full Board.

Committee requests for special reports shall be made through the Chancellor/Superintendent.

An adequate record of the committee meetings shall be maintained.
A. Order of business for Regular Meetings may be as follows:
I. Roll Call
II. Pledge of Allegiance
III. Approval of Minutes (if available)
IV. Reports from the Academic Senate Special Presentations (if scheduled)
V. Trustee Reports Report from the Academic Senate

VI. Report from the Associated Students’ Council
VII. Report from the Classified Senate
VIII. Board of Trustees’ Reports
IX. Introduction of New Staff Members (if appropriate)
X. Chancellor and Staff Reports
XI. Adoption of Resolutions Agenda
XII. Action on Resolutions Agenda Items
XIII. Chancellor and Staff Reports
XIV. Requests to Speak
XV. Adjournment

The order of business may be revised at any meeting when, in the discretion of the President, such revision will benefit the public and/or order of the meeting. In the conduct of its business, the procedure of the Board will be governed by the policies set forth in this manual, or if not covered thereby then by the Newly Revised Robert’s Rules of Order, Revised, however, no procedural rules or rulings shall operate to invalidate otherwise lawful actions of the Board.

B. Preparation for Meetings. At least seventy-two (72) hours before a regular meeting, an agenda shall be posted containing a brief general description of each item of business to be transacted or discussed at the meeting, including closed session items. The agenda for Board meetings shall be delivered to Board members at least seventy-two (72) hours prior to the time of regular meetings and at least twenty-four (24) hours prior to the time of special meetings. Resolutions proposed by individual Board members must obtain the concurrence of at least two (2) other Board members. However, items requiring Board action which do not appear on the agenda may be acted upon under any of the following circumstances: 1. At least four (4) Board members determine that an emergency situation exists, 2. At least five (5) Board members [or all members present if fewer than five (5)] determine that the need to take immediate action and that the need for immediate action came to the attention of the District subsequent to the agenda being posted, or 3. The matter was posted on an agenda for a prior meeting occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken. Prior to discussing any item pursuant to these three exceptions, the Board shall publicly identify the item. An "emergency situation" shall mean: (a) Work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body.
Board (b) Crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body Board. Agenda items appearing on the published agenda may be removed by a majority vote of the Board. The Agenda shall be posted at the entrance door at 33 Gough Street and in the lobby of Conlan Hall at City College of San Francisco, 50 Phelan Avenue, at least seventy-two (72) hours prior to the time of the regular meetings and at least twenty-four (24) hours prior to the time of special meetings and these sites shall be the official posting locations of all Board agendas. In addition, to the extent practicable, the agenda shall be posted in as many other District facilities and sites as possible. Such other facilities and sites shall be as listed in the Administrative Regulations. A notice identifying the location, date, and time of the regular meeting shall be posted at the above-mentioned official posting locations at least ten (10) days prior to the meeting and shall remain so posted to and including the time of the meeting.

A member of the public may place an item on the Board agenda for regular meetings if the item relates directly to District business and is a matter of public concern, and if a written request is received in the Chancellor’s Office no later than noon three full calendar weeks in advance of a regular Board meeting, and to avoid repetitive additions to the agenda, if the subject matter has not previously been submitted for the agenda within the past three months. In the interest of effective management of meeting time, no person shall place more than two items on any single regular agenda without justifying, to the satisfaction of the Chancellor, the necessity of including additional items on that agenda as opposed to later agendas. The Chancellor shall determine whether the specific matter is directly related to the business of the District. Items which have been properly submitted and verified as related to the business of the District will be addressed in the “Requests to Speak” portion of the agenda or otherwise at the conclusion of all other District business on the agenda. The member of the public who properly submits an agenda item will be allowed up to three (3) minutes at the meeting to present the information to the Board. Following this presentation, the Board may, but is not required to address the issue, may put the issue on a future agenda for more discussion and possible action, or may refer the issue to the administration.

C. Voting. The vote, by Ayes and Noes, Roll Call, shall be taken and recorded when demanded by any member or as otherwise required by law, and it shall be taken and recorded on all actions authorizing elections, appointments, or the expenditure of money.

D. Adoption of Policies. Any policy may be adopted by the Board, be amended or repealed by an affirmative vote of four members at any meeting, providing notice of said intended action has been given at a previous meeting. Any policy or bylaw which is regulatory as to the Board but is not otherwise required by law may be suspended temporarily by a vote of at least five (5) members or of all those members present if four members are present, if such suspension is in the best interest of the District.
E. Reports. Board members requesting reports must do so through the President of the Board with the concurrence of at least two (2) other Board members.

F. Recording Minutes of Meeting. As records of Board actions at meetings, the minutes shall contain only resolutions and ultimate actions of the Board, but if any Trustee desires to have any additional matter included, he/she must submit a written statement with a request that it be included in the minutes. For regular meetings, there shall also be a tape recording of the proceedings and/or some other means of maintaining a permanent record of the proceedings. For special meetings, to the extent possible, there shall also be a tape recording of the proceedings and/or some other means of maintaining a permanent record of the proceedings.

Records of all business transacted and of all policies and regulations or other controls enacted by the Board shall be set forth in full in the official records of the District, which shall be the official public records of Board actions.

G. Regular Meetings of the Board. One or more meetings shall be held each month, at the regular meeting place of the Board, 50 Phelan Avenue 33 Gough Street, San Francisco. The Board may also meet at other District locations served by the District or at other locations outside the District as provided by law.

H. Special Meetings of the Board. Such meetings may be called by the presiding officer of the Board or by a majority of the members of the Board by delivering personally or by mail written notice to each Board member and to appropriate media. Such meetings shall be within District boundaries except as otherwise provided by law.

I. Meetings Open to the Public. All official meetings of the Board, including committees, shall be open to the public as provided by law.

J. Meetings Closed to the Public. All closed sessions shall be closed to the public. Closed sessions may be held in accordance with the law. Closed sessions can be held during a regular or special meeting.

K. Quorum. A quorum for the conduct of Board business shall consist of four (4) members. No official action may be taken when a quorum is absent.

L. Granting the Privilege of the Floor. A person desiring to speak shall be recognized by the Chair only after complying with the following procedures:

For matters appearing on the agenda, an individual desiring to address the Board must complete a "Request to Address Governing Board" card, completing the information thereon including the subject to be addressed. If there is to be a written report presented, a copy(ies) shall be submitted in advance to the Chancellor.
Any person desiring to address the Board on non-agenda items must also complete the "Request to Address Governing Board" card and will be recognized at the end of the agenda. Only items directly related to District business may be presented.

Cards for these purposes are available in the Office of the Chancellor and also at the Board meeting. Completed cards should be presented to the Board President prior to the beginning of the meeting. As a matter of courtesy, the Board encourages people to notify the Chancellor's Office in advance of the Board meeting of their intention to address the Board. Prior to calling for a vote on an item before the Board, the Presiding Officer shall determine if speaker cards have been submitted for that item. Persons who have submitted cards prior to the consideration of the item shall be called upon by the Presiding Officer. Persons who address the Board may address only the agenda item being considered and shall have up to three minutes for comments. Should another person who has submitted a request to speak card in advance of consideration of the item wish to forego speaking on that item, he or she may grant his or her speaking time to another speaker who has also submitted a request to speak card, but in no event shall any speaker have more than two allotments (totaling up to six minutes) of speaker time on any item. However, in order to facilitate the completion of District business, the Presiding Officer may also limit the total length of time allotted to the speakers on a given topic or agenda item which may reduce the individual speaker’s time on that topic or item. Speaking too long, being unduly repetitious, or discussing irrelevancies disrupt the meeting, and may result in the forfeiture of speaking opportunities during that meeting.

The President of the Board reserves the right of determining the order of the speakers and changing the order of the agenda if it will be of benefit to the public and/or the order of the meeting.

Undue interruptions or other interferences with the orderly conduct of Board business cannot be allowed. Defamatory or abusive personal remarks which disturb or impede the meeting or exceed the bounds of civility necessary to the conduct of District business are always out of order. However, the Board shall not prohibit public criticism of the policies, procedures, programs, or services of the District, or of the acts of or omissions of the Board.

The President may terminate the speaker's privilege of address if after being called to order, he or she persists in improper conduct or remarks, or if the speaker fails to speak on the subject matter for which the privilege of the floor was granted. The appropriate length of time for oral presentations shall be determined by the President of the Board.

No oral presentation shall include charges or complaints against any employee of the Board, or otherwise present information, which does not relate directly to the topic at hand or which disrupts or impedes the meeting. All formal charges or complaints against an employee, for which a specific grievance or complaint process is not otherwise available, shall be in writing and signed by the person
making the charge and shall be filed with the Chancellor who shall, after investigation, *transmit a report to the Board take or recommend appropriate action*. There shall be no oral presentation or discussion of *such matters confidential formal charges or complaints* in open public meetings of the Board *on nonagenda items or* unless otherwise required by law.

Comments or presentations made by members of the public to the Board do not necessarily reflect the opinion of the Board or of its individual members, nor does the Board necessarily endorse or sanction such comments or presentations. *Persons who address the Board on matters of their choosing are solely responsible for the content of such comments or presentations.*

Prior to any action taken by the Board in regard to presentations from the floor, the subject shall be referred to the Chancellor for his or her consideration and report.

PM 1.06 ___________________ TIME OF ADJOURNMENT

The Board shall adjourn its meetings no later than 11:00 p.m. unless an exception is made by a two-thirds vote of the Board members.
Subject: Resolution No. 971218-S1
Discussing, Participating and Responding to Survey Conducted by the Association of Community College Trustees (ACCT)

President and Members:

The administration has received a letter and a survey from the Association of Community College Trustees (ACCT). ACCT is requesting that each District Board of Trustees respond to the survey. Consequently, it is being placed on this agenda for public discussion and Board response.

The following resolution is recommended for adoption.

RESOLVED: That the Board of Trustees or the San Francisco Community College District hereby agrees to participate in and respond to the survey conducted by the Association of Community College Trustees as described in the attached document entitled 1997-98 Trustee Boards National Advocacy Survey;

AND FURTHER BE IT RESOLVED: That the responses by the Board developed at this Board meeting be transmitted to ACCT by the Chancellor.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Ronald Lee
Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 971218 - S2
Directing the Chancellor to Form a
Task Force to Investigate the Need
for Programs that Promote Educational and Employment
Diversity

President and Members:

WHEREAS: There is concern at City College of San Francisco
regarding programs that promote educational and employment diversity;

THEREFORE BE IT RESOLVED: That the Board of Trustees
designates the Chancellor to form a Diversity Task Force to investigate
the need for such programs and further, if needed, to propose a
program(s) to satisfy such need;

AND FURTHER BE IT RESOLVED: That the responsibilities of the
Task Force and its composition be in conformity with applicable law and
District policy regarding non-discrimination, equal employment opportunity
and equal educational opportunity;

AND FURTHER BE IT RESOLVED: That this direction to the Chancellor be
in conformity with the District’s commitment to shared governance;

AND FURTHER BE IT RESOLVED: That the Chancellor and/or designee be
authorized to take all necessary and reasonable steps to implement this
resolution including meeting with appropriate community and governmental
leaders.

Recommended for adoption:

Trustee Rodel Rodis
Trustee Lawrence Wong
Trustee Andrea Shorter
Honorable Board of Trustees of the  
San Francisco Community College District  

Subject: Resolution No. 971218-S3  
Adoption of CCSF Strategic Plan

President and Members:  

The following resolution is recommended for adoption:

WHEREAS: During the past two years, faculty, administrators, classified staff and students have joined together to develop a comprehensive strategic plan for the college;

THEREFORE BE IT RESOLVED: That the Board of Trustees commends the work of the many faculty, administrators, classified staff and students who have produced the plan; and,

FURTHER BE IT RESOLVED: That the Board of Trustees hereby adopts the college strategic plan document to guide CCSF’s planning and resource allocation; and

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, Provost, and Executive Vice Chancellor and/or their designees are authorized to take appropriate actions to implement this plan, and that an annual report shall be forwarded to the Board of Trustees regarding the progress made toward implementing the goals and objectives contained in the plan and any proposed revisions in the plan that have resulted from changing needs of the San Francisco Community College District.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Robert Gabriner
Honorable Board of Trustees of the  
San Francisco Community College District

Subject: Resolution No. 971218-S4  
Commemorating the 10th Anniversary of the  

President and Members

WHEREAS, President Franklin D. Roosevelt signed Executive Order 9066 on  
February 19, 1942, which incarcerated 120,000 Japanese Americans and legal  
resident aliens in interment camps during World War II; and

WHEREAS, the alleged basis for incarceration was military necessity; and

WHEREAS, President Gerald Ford formally rescinded Executive Order 9066 on  
February 19, 1976; and

WHEREAS, Congress adopted legislation on July 21, 1980 which was signed  
by President Jimmy Carter on July 31, 1980 to establish the Commission on  
Wartime Relocation and Internment of Civilians (CWRIC) to investigate the claim  
that the incarceration of Japanese Americans and legal resident aliens during  
World War II was justified by military necessity; and

WHEREAS, the CWRIC held 20 days of hearings on this matter and heard from  
over 750 witnesses; and

WHEREAS, the CWRIC published its findings in a report entitled Personal  
Justice Denied; and

WHEREAS, the CWRIC principle finding and conclusion was the “the  
promulgation of Executive Order 9066 was not justified by military necessity, and  
the decisions which followed from it - detention, ending detention, and ending  
exclusion - were not driven by analysis of military conditions. The broad  
historical causes which shaped these decisions were race prejudice, war  
hysteria, and a failure of political leadership”; and

WHEREAS, the Congress adopted H.R. 442, the Civil Liberties act of 1988,  
which stated, “for these fundamental violations of the basic civil liberties and  
constitutional rights of these individuals of Japanese ancestry, the Congress  
apologized on behalf of the Nation”, and
WHEREAS, President Ronald Reagan signed The Civil Liberties Act of 1988 into law and on August 10, 1988 in which he signed this historic bill he proclaimed “This is a great day for America”, and

WHEREAS, The Civil Liberties Act of 1988 established the Civil Liberties Public Education Fund whose purpose is “to sponsor research and public educational activities and to publish and distribute the hearings, findings and recommendations of the CWRIC so that the events surrounding the exclusion, forced removal and internment of civilians and permanent resident aliens of Japanese ancestry will remembered, and so that the causes and circumstances of this and similar events may be illuminated and understood”, and

WHEREAS, The Civil Liberties Public Education Fund will co-sponsor a National Day of Remembrance with the Smithsonian Institution on February 19, 1998 to reflect upon the effects of Executive Order 9066, the activities of the CWRIC, and the adoption of the Civil Liberties Act of 1988; and

WHEREAS, the purpose of the National Day of Remembrance is to educate the public about the lessons learned from the internment to assure that it never happens again; and

WHEREAS, on February 19, 1998, it would mark 56 years since the Executive Order 9066 was signed by President Franklin D. Roosevelt; and

WHEREAS, on February 19, 1998, it would mark the 10th anniversary in which President Ronald Reagan had signed the Civil Liberties Act of 1988, into law;

NOW, THEREFORE BE IT RESOLVED, that the San Francisco Community College District recognize February 19, 1998 as a National Day of Remembrance; and

BE IT FURTHER RESOLVED, that this body encourage the public to recognize this day as a National Day of Remembrance.

Recommended for adoption

Robert Burton, Trustee
Robert Varni, Trustee
Rodel Rodis, Trustee
FOR INFORMATION ONLY

Honorable Board of Trustees of the
San Francisco Community City College District

Subject: Report on Contracts under $30,000, Office of
Contract Education, City College of San

This report is for information only on contracts that the Office of Contract Education negotiated or amended under $30,000 for the month of December 1997.

The Palace Hotel (TPH) - contract total $960 - term December 1, 1997 through December 31, 1997 - for a Customer Service Training.